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RESOLUTION NO. 8228

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
VERNON FIXING THE COMPENSATION FOR CERTAIN
EMPLOYEES OF SAID CITY AS OF JULY 1, 2003,
AUTHORIZING CERTAIN EXPENSE ALLOWANCES AND
REPEALING ALL RESOLUTIONS IN CONFLICT THEREWITH

ADOPTED ON JUNE 25, 2003

AMENDMENTS TO RESOLUTION NO. 8228				
RESOLUTION NO.	ADOPTION DATE	PAGES AMENDED	SCHEDULE AND/OR SECTIONS AMENDED	DEPARTMENT AFFECTED

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OF
2003-2004 SALARY RESOLUTION

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RESOLUTION NO. 8228

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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, 2003,
6 AUTHORIZING CERTAIN EXPENSE ALLOWANCES AND
7 REPEALING ALL RESOLUTIONS IN CONFLICT THEREWITH

8 WHEREAS, on July 3, 2002, the City Council of the City of
9 Vernon adopted Resolution No. 8007, as amended by Resolution Nos.
10 8025, 8034, 8048, 8102 and 8171 adopted on July 24, 2002, September 4,
11 2002, November 20, 2002 and March 19, 2003, respectively, fixing the
12 compensation for certain employees of the City of Vernon and
13 authorized certain expense allowances as of July 1, 2002; 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, 2003; 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; and

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

27 WHEREAS, on April 12, 1988, by voter approval, the City of
28 Vernon became a Charter City; and

WHEREAS, all employees of the City of Vernon serve at the

1 will and pleasure of the City Council; and

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

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

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

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

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

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

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

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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 20, 1991, the City Council of the City of
10 Vernon adopted Resolution No. 5946, as amended by Resolution No. 7566
11 on July 11, 2000, establishing a Gas Municipal Utility Department
12 within the City of Vernon; and

13 WHEREAS, the City Council by Resolution No. 5950 adopted on
14 July 2, 1991, as amended by Resolution Nos. 5979, 6369, 7060, 7101,
15 7559 and 7810 adopted on August 20, 1991, December 21, 1993, December
16 16, 1997, June 2, 1998, June 27, 2000 and August 1, 2001, respectively,
17 established an attendance incentive program wherein qualified employees
18 are eligible to select gifts from specified brochures; and

19 WHEREAS, on September 19, 1995, the City Council of the City
20 of Vernon adopted Resolution No. 6687, as amended by Resolution No.
21 7558 on June 27, 2000 and Resolution No. 8013 on July 3, 2003, adopting
22 a discretionary educational assistance program; and

23 WHEREAS, on October 5, 1993, the City Council of the City of
24 Vernon adopted Resolution No. 6258 approving a Second Side Letter
25 Agreement between the Municipal Employee Relations Representative of
26 the City of Vernon ("MERR") and the Vernon Police Officers' Benefit
27 Association ("VPOBA") (Employee Group 2) providing for the continuation
28 of the four day week at ten hours per day ("4/10 plan") and extending

1 the Memorandum of Understanding ("MOU") previously adopted by
2 Resolution No. 5489 on March 15, 1988, as amended by a Side Letter
3 Agreement adopted by Resolution No. 6001 on January 21, 1992, until
4 August 31, 2001; and

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

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

17 WHEREAS, on September 5, 2001, the City Council of the City
18 of Vernon adopted Resolution No. 7825 approving a Fifth Side-Letter
19 Agreement between the MERR and the VPOBA (Employee Group 2) which,
20 among other things, provided for an additional six (6) years extension,
21 to August 31, 2011; and

22 WHEREAS, on March 6, 2002, the City Council of the City of
23 Vernon adopted Resolution No. 7920 approving an Amendment to the Fifth
24 Side-Letter Agreement between the MERR and the VPOBA (Employee Group 2)
25 providing for the continuation of the 3/12 work schedule; and

26 WHEREAS, on February 16, 1993, the City Council of the City
27 of Vernon adopted Resolution No. 6214 adopting a grievance procedure
28 for resolving any complaints alleging violations of the American with

1 Disabilities Act; and

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

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

8 WHEREAS, the City Council has established medical benefits
9 for employees of the City of Vernon as provided by Resolution No. 7258
10 adopted by the City Council of the City of Vernon on January 5, 1999;
11 and

12 WHEREAS, the City Council by Resolution No. 8230 adopted on
13 June 25, 2003, approved the payment of insurance premiums for life,
14 health and dental benefits as such benefits are in effect as of
15 June 30, 2003, for all full-time regular employees only and their
16 dependents during the 2003-2004 fiscal year as follows: (1) all
17 miscellaneous employees; (2) all Fire Department employees; (3) all
18 sworn police officers, including Group 2 who are represented by the
19 Vernon Police Officers' Benefit Association; and

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

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

28 WHEREAS, on October 17, 1995, the City Council of the City of

1 Vernon adopted Resolution No. 6696, as amended by Resolution No. 7295
2 on March 16, 1999, Resolution No. 7344 on June 1, 1999, Resolution No.
3 7406 on August 17, 1999, Resolution No. 7849 on October 17, 2001 and
4 Resolution No. 8103 on November 20, 2002, adopting a family and medical
5 leave policy; and

6 WHEREAS, on January 23, 1996, the City Council of the City of
7 Vernon adopted Resolution No. 6732, as amended by Resolution No. 8217
8 on June 18, 2003, adopting a drug and alcohol testing policy for
9 employees subject to Department of Transportation testing regulations;
10 and

11 WHEREAS, on January 27, 1997, the City Council of the City of
12 Vernon adopted Resolution No. 6907, as amended by Resolution No. 7339
13 adopted on June 1, 1999, adopting an electronic mail policy for the
14 City of Vernon; and

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

19 WHEREAS, on March 3, 1998, the City Council of the City of
20 Vernon adopted Resolution No. 7096 adopting a policy on employment of
21 persons convicted of a felony or a misdemeanor involving moral
22 turpitude; and

23 WHEREAS, on March 3, 1998, the City Council of the City of
24 Vernon adopted Resolution No. 7097 approving policy statements and
25 procedures for conducting criminal background checks for employment
26 purposes; and

27 WHEREAS, the City Council of the City of Vernon requires all
28 new employees to serve a one (1) year minimum evaluation period during

1 which time the employee receives formal training and monthly
2 evaluations; and

3 WHEREAS, consistent with the City Council's policy that all
4 City employees serve at the will and pleasure of the City Council, all
5 City employees are considered at-will employees while serving their
6 evaluation period, as well as after completion of the evaluation
7 period; and

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

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

17 WHEREAS, on September 19, 2000, the City Council of the City
18 of Vernon adopted Resolution No. 7635, as amended by Resolution No.
19 7753 on May 2, 2001, providing for a Supplemental Executive Retirement
20 Plan; and

21 WHEREAS, on December 19, 2001, the City Council of the City
22 of Vernon adopted Resolution No. 7883, as amended by Resolution No.
23 7959 on May 8, 2002, adopting a military leave policy; and

24 WHEREAS, on May 15, 2002, the City Council of the City of
25 Vernon adopted Resolution No. 7967 declaring its intent regarding the
26 City's administrative organization.

27 NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
28 CITY OF VERNON AS FOLLOWS:

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

3 The City Council of the City of Vernon hereby declares that
4 its intention in adopting Resolution No. 4027, Section 5(h), was to
5 reserve for the City Council complete and exclusive discretion to
6 determine matters relating to the discharge, suspension or other manner
7 of discipline of all employees in conformance with its long standing
8 view and policy that all employees of the City of Vernon serve at the
9 will and pleasure of the City Council.

10 **SECTION 2: EMPLOYMENT AGREEMENT.**

11 All employees of the City of Vernon serve at the will and
12 pleasure of the City Council. Prior to employment or prior to
13 promotion, employees will be requested to sign an employment agreement
14 establishing that their employment is at the will and pleasure of the
15 City Council as a condition of being appointed to said position. The
16 form of the employment agreement must be approved by the Personnel
17 Committee or the City Council and executed by the City Administrator as
18 a condition preceding said employee's employment or promotion.

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

20 There is hereby established a program in the Police
21 Department for new police officers wherein the City of Vernon shall
22 agree to pay for costs associated with attendance at a police academy
23 and field training for individual police candidates pursuant to a
24 contract wherein said candidate shall agree in consideration of said
25 salary to remain with the City of Vernon for at least three (3) years,
26 or for a lesser term if approved by the City Council.

27 **SECTION 4: EFFECTIVE DATE.**

28 Effective July 1, 2003, there is hereby established and

1 approved compensation and other benefits and expenses provided for
2 herein as set forth below for employees and officers of the City of
3 Vernon. This resolution shall not affect or alter the existing
4 compensation of any officer or employee not specifically set forth
5 herein.

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

7 Officers and employees of the City of Vernon shall receive
8 compensation in accordance with the formula adopted herein as Schedule
9 I, in such amounts as are set forth in Schedule II which provides a
10 monthly amount for each position and each step in each department. In
11 addition, expense allowances and other information where applicable for
12 each department are set forth herein. The automobile allowances are
13 set forth in Schedule III and the uniform allowances are set forth in
14 Schedule IV and the compensation for court appearances and standby
15 status are set forth in Schedule V. Salary schedules are hereby
16 established for the following departments, as set forth in Schedule II:

- 17 (a) Department of Community Services & Water.
- 18 (b) Utilities Department.
- 19 (c) Fire Department.
- 20 (d) Police Department.
- 21 (e) City Administrator/City Clerk Department.
- 22 (f) City Council Department.

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

26 **SECTION 6: PERS CONTRIBUTIONS.**

27 The City shall continue to make payments to PERS to satisfy
28 all employees' obligation to make contributions to PERS for retirement

1 benefits, which includes Police Sergeants and Police Officers in the
2 Police Department. Payments made by City on behalf of said employees
3 shall be credited to said employee's account with PERS.

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

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

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

12 a. Life, Health and Dental Benefits.

13 The City Council by Resolution No. 8230 adopted on June 26,
14 2002, approved the payment of insurance premiums for life, health and
15 dental benefits as such benefits are in effect as of June 30, 2003, for
16 all full-time regular employees only and their dependents as follows:
17 (1) all miscellaneous employees; (2) all Fire Department employees; (3)
18 all sworn police officers, including Group 2 who are represented by the
19 Vernon Police Officers' Benefit Association.

20 b. Vision Care.

21 The City shall provide a vision care benefit to employees
22 only and not dependents.

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

25 The City has established a longevity program for all
26 employees. The longevity program described in Section 9 herein will
27 apply to all employees, except police employees in Group 2, employed on
28 or before June 30, 1994.

1 a. Five (5) Years of Service.

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

9 b. Ten (10) Years of Service.

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

17 c. Fifteen (15) Years of Service.

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

25 d. Twenty (20) Years of Service.

26 All eligible employees who have twenty (20) years of
27 consecutive uninterrupted service on or before July 1, 1989, shall
28 receive an additional twenty percent (20%) per month of their base

1 salary effective July 1, 1989, and every year thereafter. Employees
2 upon reaching their 20th anniversary date after July 1, 1989, shall be
3 entitled to said twenty percent (20%) per month upon said anniversary
4 date.

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

6 All eligible firemen who have been appointed to the position
7 of Captain or above and who have thirty (30) years of consecutive
8 uninterrupted service on or before July 1, 1991, shall receive an
9 additional twenty-five percent (25%) of their base salary per month
10 effective July 1, 1991, and every year thereafter. Employees in said
11 position upon reaching their 30th anniversary date after July 1, 1991,
12 shall be entitled to said twenty-five percent (25%) per month upon said
13 anniversary date.

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

15 All eligible department heads who have thirty (30) years of
16 consecutive uninterrupted service on or before July 1, 1991, shall
17 receive an additional twenty-five percent (25%) of their base salary
18 per month effective July 1, 1991, and every year thereafter.
19 Department Heads upon reaching their 30th anniversary date after
20 July 1, 1991, shall be entitled to said twenty-five percent (25%) per
21 month upon said anniversary date.

22 g. Twenty-Five (25) Years of Service - City
23 Administrator:

24 The City Administrator shall be eligible upon reaching
25 twenty-five (25) years of consecutive uninterrupted service after
26 October 15, 1995, to receive an additional twenty-five percent (25%) of
27 his base salary per month upon reaching his 25th anniversary date and
28 shall be entitled to said twenty-five percent (25%) per month upon said

1 anniversary date and every year thereafter.

2 h. Compensation Not Cumulative.

3 Payment of the aforesaid longevity compensation shall not be
4 cumulative and only the highest applicable longevity pay shall be
5 paid.

6 i. Police Employees in Group 2 on or Before June 30,
7 1995.

8 The longevity program described in Section 9 will also apply
9 to the police employees in Group 2 employed on or before June 30,
10 1995.

11 j. Employees Employed After June 30, 1994 and
12 Exceptions Pertaining to Police Employees in Group
13 2.

14 All employees, except police employees in Group 2, employed
15 on or after July 1, 1994, and police employees in Group 2 employed on
16 or after July 1, 1995, shall only be entitled to longevity benefits
17 provided for in Section 10.

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

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

21 All eligible employees who are employed on or after July 1,
22 1994, who attain five (5) years of consecutive uninterrupted service
23 shall receive an additional five percent (5%) per month of their base
24 salary. Such employees upon reaching their 5th anniversary date shall
25 be entitled to receive said five percent (5%) per month upon said
26 anniversary date. Further, such employees will not be entitled to
27 receive any additional percentage increase to their base salary for
28 further service. This subsection shall only apply to employees hired
on or after July 1, 1994.

1 b. Police Employees in Group 2 Employed on or After
2 July 1, 1995 - Five (5) Years of Service.

3 All employees classified in Group 2 who are employed on or
4 after July 1, 1995, who attain five (5) years of consecutive
5 uninterrupted service shall receive an additional five percent (5%) per
6 month of their base salary. Such employees upon reaching their 5th
7 anniversary date shall be entitled to receive such five percent (5%)
8 per month upon said anniversary date. Further, such employees will not
9 be entitled to receive any additional percentage increase to their base
10 salary for further service. This subsection shall only apply to all
11 police employees in Group 2 hired on or after July 1, 1995.

12 **SECTION 11: PERFECT ATTENDANCE.**

13 All employees except Police Officers and Sergeants in the
14 Police Department and the Chief Deputy City Clerk shall be eligible to
15 receive additional days off based upon perfect attendance in a prior
16 period as follows:

17 a. Ten (10) Consecutive Years.

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

22 b. Eleven (11) Consecutive Years.

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

28 / / /

1 c. Twelve (12) Consecutive Years.

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

7 d. Thirteen (13) Consecutive Years.

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

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

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

22 f. Effect of Bereavement Leave on Perfect Attendance.

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

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

26 a. Vacation and Holiday Policies.

27 Vacation and holiday policies for employees of the City of
28 Vernon are established and recited in Resolution No. 7649. However,

1 employees who are absent from their positions during the applicable
2 work day preceding or following a scheduled holiday or scheduled in
3 lieu holiday shall not receive pay for said holiday, unless such
4 absence is approved vacation or compensatory time.

5 b. Entitlement to One Additional In Lieu Holiday -
6 Police Department Employees in Group 2.

7 Pursuant to the Fifth Side-Letter Agreement, effective
8 September 1, 2002, Group 2 employees shall receive, during the fiscal
9 year, an additional "in lieu" holiday (for a maximum of 10 hours) if
10 the City Council, during such fiscal year, provides any additional
11 holiday to miscellaneous/general employees in addition to those
12 holidays provided for in Resolution No. 7649, Vacation and Holidays.

13 **SECTION 13: DISCRETIONARY EDUCATIONAL ASSISTANCE PROGRAM.**

14 The Discretionary Educational Assistance Program for
15 employees of the City of Vernon is set forth in Resolution No. 6687, as
16 amended by Resolution Nos. 7558 and 8013 adopted on June 27, 2000 and
17 July 3, 2002, respectively.

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

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

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

27 The City Council hereby continues the four (4) day work week
28 for approved employees which was established on October 29, 1979, by

1 Resolution No. 4677 adopted on October 16, 1979, in accordance with the
2 following requirements:

3 a. City Administrator Authority.

4 The City Administrator is authorized to approve for inclusion
5 in the four (4) day work week employees working in specific positions.

6 b. Workday Hours.

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

12 c. Vacation Benefits.

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

15 d. Closure on Holidays.

16 Holiday benefits for all employees are provided in Resolution
17 No. 7649.

18 e. Overtime.

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

21 f. Lieutenants and Police Captain.

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

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

26 For all officers and employees except twenty-four (24) hour
27 shift Fire Department employees, an hourly rate computed in accordance
28 with Schedule I shall be used for pay purposes. The monthly amounts

1 stated in Schedule II are for comparative purposes only. The latter
2 equivalents assume that the total scheduled hours are worked or taken
3 as excused paid leave, vacation or holidays. Unexcused leave hours
4 shall not be included for the purpose of computing pay.

5 a. Hourly Employees.

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

15 b. 24-Hour Shift Fire Department Employees.

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

24 c. City Administrator/City Clerk, the Members of the
25 City Council, the City Attorney and the Finance
26 Administrator.

27 The City Administrator/City Clerk, the members of the City
28 Council, the City Attorney and the Finance Administrator shall be paid
biweekly pursuant to Section 4 of Schedule I.

1 d. Leave Without Pay.

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

6 e. Exception to Leave Without Pay.

7 As an exception to the general rules for deductions or loss
8 of pay for "leave without pay" as defined, a Department Head may, for
9 good cause as determined by such Department Head, recommend for full
10 pay an employee who has been absent during a pay, salary or wage
11 period.

12 Whenever a Department Head certifies for pay an employee who
13 has been absent, he shall submit to the City Administrator/City Clerk
14 an employee signed absence form showing the reason for such absence,
15 length of service with the City, and total number of hours absent. The
16 approval of pay for employees for absent time shall remain in the sole
17 discretion of the City Council.

18 f. Return to Work.

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

1 seeing the City's designated doctor. The acceptance of the return-to-
2 work of an employee shall remain in the sole discretion of the City
3 Council.

4 g. Bereavement Leave.

5 At the discretion of the City Administrator, full-time
6 regular employees may be determined eligible for bereavement leave
7 with pay for the death of an immediate family member, a person related
8 by adoption, or marriage. In order to be eligible for such leave,
9 employee shall give advance notice to his or her immediate supervisor
10 or Department Head and shall provide any information necessary to
11 support such request. Bereavement leave may be granted, if necessary,
12 and if granted, shall not exceed the following number of days for any
13 one occurrence:

- 14 (1) three (3) days for those employees working a
15 5/80 work week;
16 (2) two (2) days for those employees working a
17 4/10 or 9/80 work week;
18 (3) one (1) day for those employees working a 12
19 hour day; and
20 (4) one (1) Shift Off for 24-hour fire personnel.

21 h. Bereavement Leave - Group 2 Employees.

22 Pursuant to the Fifth Side-Letter Agreement between the
23 Municipal Employees Relations Representative and the Vernon Police
24 Officers' Benefit Association, Group 2 employees shall receive
25 bereavement leave pursuant to the schedule set forth above.

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1 **SECTION 17: AUTOMOBILE ALLOWANCES.**

2 a. Exceptions to Allowance.

3 Wherever an allowance is made to any officer or employee for
4 the use of his personal automobile, such an allowance shall not be
5 payable whenever the employee is on vacation, leave of absence, or
6 otherwise absent the entire calendar month, unless otherwise specified
7 by the City Council.

8 b. Personal Vehicle Allowance.

9 Employees who, with Department Head approval, use their
10 personal automobile during the performance of their assigned duties
11 shall be compensated with an automobile allowance as provided for
12 herein. In the event that the automobile allowance for a particular
13 month provides less than thirty cents (30¢) a mile reimbursement or, if
14 no automobile allowance is provided, then the employee shall receive a
15 sum equal to thirty cents (30¢) a mile for reimbursement for use of
16 his/her personal automobile and said sum shall be based upon actual
17 miles traveled by said automobile.

18 c. Mileage Reimbursement.

19 Whenever a Department Head certifies for reimbursement on the
20 basis of mileage, he shall submit to the City Administrator/ City Clerk
21 a statement of the reason for paying such employee such mileage
22 reimbursement.

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

24 The City Council hereby makes the following statements of
25 policy in addition to the statements of policy previously made in other
26 sections herein concerning the implementation of the salary provisions
27 and classifications set forth herein:

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1 a. New Employees.

2 New employees shall start at the bottom step in the salary
3 range for their respective positions unless it is determined that
4 qualified applicants are not available at the salary specified for the
5 first step or grade, or that a specific applicant has special
6 qualifications justifying a higher starting rate beyond the first step
7 or grade. New employees starting at the beginning step or grade may be
8 advanced to the second step or grade of their salary range and said
9 advancement shall be effective on the first day of the biweekly pay
10 period next following the satisfactory completion of their evaluation
11 period which is hereby fixed at twelve (12) months, unless otherwise
12 authorized by the City Administrator.

13 b. Evaluation Period.

14 Section 1 declares that it is the intent of the City Council
15 to reserve unto the City Council, complete and exclusive discretion to
16 determine matters relating to discharge, suspension or other matters of
17 discipline of all employees in conformance with its long standing view
18 and policy that all employees of the City of Vernon serve at the will
19 and pleasure of the City Council. Consistent with this policy, the City
20 Council requires all City employees to serve a one (1) year minimum
21 evaluation period during which new employees receive regular training
22 and regular monthly evaluations which provide continuous information on
23 their job performance.

24 During the evaluation period, all employees will undergo a
25 program of regular training and formal monthly reviews for a minimum of
26 one (1) full year from their date of hire. After completion of the
27 evaluation period, the employee will receive formal evaluations on an
28 annual basis and will remain subject to informal evaluations on an as-

1 needed basis.

2 The purpose of the evaluation period is to give the City an
3 opportunity to monitor and evaluate the abilities of all new employees.
4 The evaluation period is not intended to provide or lead to any
5 property rights to employment. All City employees will continue to
6 maintain their at-will employment status both during and after the
7 evaluation period. Consistent with their at-will status, all employees
8 will remain subject to discipline and termination, without cause, at
9 the sole discretion of the City Council.

10 All resolutions, policy manuals, employment agreements, job
11 flyers, and any other relevant documents, shall be changed to make the
12 description of the employee's first year of employment consistent with
13 this Section. To the extent that any City documents can be interpreted
14 as being inconsistent with this Section, it is the intent of the City
15 Council that this Section shall prevail.

16 c. Promotion or Merit Increase in Grade.

17 Promotions to higher positions or merit salary increases to
18 higher steps are considered to be increases on the basis of merit only
19 and shall be awarded to employees as recognition for satisfactory
20 service. The promotion or increase in grade shall remain in the sole
21 discretion of the City Council and shall only be considered upon
22 receiving a recommendation from a Department Head or the City
23 Administrator which would support recognition by the City Council of
24 the services performed by the employees.

25 d. Effective Date of Promotions.

26 Promotions to the next step or grade, if granted, of the
27 employee's respective salary range shall be effective not earlier than
28 the first day of the biweekly pay period next following the completion

1 of satisfactory service and the authorization of said promotion, unless
2 otherwise authorized by the City Administrator.

3 e. No Reduction of Pay by Promotion.

4 The promotion of an employee shall not result in reduction of
5 pay, and the employee being promoted shall be classified in such manner
6 that he/she receives the same or more pay for the position to which
7 he/she is promoted.

8 f. General Wage and Salary Policy.

9 This resolution expresses the general wage and salary policy
10 of the City of Vernon, and in conjunction with the accompanying working
11 conditions for the employees of the City of Vernon now existing, it is
12 deemed to be fair and adequate. It is not anticipated that adjustments
13 in said salary scales will be necessary, except as to cases involving
14 additional responsibilities, exceptional merits, or other special
15 circumstances.

16 g. Compensatory Time For Travel.

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

20 h. Dress and Grooming Policy.

21 Personal cleanliness and neatness are important because of
22 the daily contacts an employee makes with the public and fellow
23 workers. As an employee representing the City of Vernon, an employee
24 should always look his/her best. Conduct on the job is very important;
25 an employee must always be aware that his/her behavior in public must
26 never offend or cause a citizen to question his/her performance and/or
27 his/her appearance.

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

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

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

13 a. Certificate of Registration.

14 Each employee serving as a Civil Engineer must possess a
15 valid Certificate of Registration as a Civil Engineer, which document
16 is issued by the California State Board for Civil and Professional
17 Engineers.

18 b. Personal Vehicle Allowance.

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

24 (1) Responsibility For Upkeep of Vehicle.

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

1 c. Additional Hours Worked.

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

8 d. Dispatchers.

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

14 **SECTION 21: UTILITIES DEPARTMENT:**

15 a. Compensation of Certain Positions - City
16 Administrator/City Clerk Department.

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

20 (1) Chief Executive Officer.

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

23 (2) Accountant.

24 An Accountant in the Finance Department shall also serve as
25 the Accountant in the Utilities Department.

26 (3) Account Clerk.

27 The Account Clerk in the Finance Department shall also serve
28 as the Account Clerk in the Utilities Department.

1 **b. Personal Vehicle Allowance.**

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

7 (1) **Responsibility for Upkeep of Vehicle.**

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

12 **c. Additional Hours Worked.**

13 All employees in the Utilities Department, except the
14 Director of Utilities, Deputy Director of Utilities, Assistant Director
15 of Engineering & Operations, Assistant Director of Resource Management,
16 Bulk Power Manager, Customer Service Manager and Systems Manager
17 required to work hours in addition to their regular forty (40) hour
18 work week (excluding any time off during such week) shall be
19 compensated for such additional hours worked.

20 **SECTION 22: FIRE DEPARTMENT:**

21 **a. Fire Science Certificate.**

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

26 (1) **AA or AS Degree.**

27 All employees who hold an AA or AS Degree in Fire Science or
28 Fire Technology with completion of five (5) years of uninterrupted

1 service with the Fire Department shall receive an additional two and
2 one half percent, (2 1/2%) per month of their base salary.

3 **b. Overtime.**

4 Fire Department personnel, with the exception of the Fire
5 Chief and Battalion Chiefs, shall be paid for overtime worked as
6 certified to by the Fire Chief and approved by the City Administrator
7 for the following reasons:

8 (1) Disasters.

9 Disasters such as major fires, civil disturbances, and other
10 emergency situations.

11 (2) Extraordinary Circumstances.

12 Extraordinary circumstances requiring more than ordinary law
13 enforcement or fire protection staffing.

14 **c. 10-Hour Personnel-Additional Work.**

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

17 **d. 24-Hour Shift Overtime.**

18 For computation of overtime worked, eligible 24-hour (shift)
19 personnel shall be paid at their assigned hourly rate which has been
20 computed upon 2,912 hours per year.

21 **e. Uniform Allowance.**

22 Vernon shall provide a uniform allowance as specified in
23 Schedule IV, Exhibit "D," for the 2003-2004 fiscal year of Vernon, for
24 the purchase of Uniforms and related equipment.

25 **f. Personal Vehicle Allowance.**

26 In addition to said salaries as set forth in Schedule II,
27 Exhibit "B," certain individuals serving in specified classifications
28 shall receive, when using their own motor vehicle in the service of the

1 City, an additional sum per month as provided for in Schedule III,
2 Exhibit "C."

3 (1) Responsibility for Upkeep of Vehicle.

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

8 g. Merit Step.

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

17 h. Haz Mat Pay.

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

24 i. Incentive Compensation.

25 Battalion Chief (Training Officer) and Administrative Captain
26 shall receive incentive pay of five percent (5%) of the employee's base
27 monthly salary, excluding all other compensation.

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1 **SECTION 23: POLICE DEPARTMENT:**

2 a. **CLASSIFICATION OF EMPLOYEES IN GROUP 2.**

3 (1) MOU.

4 For purposes of this resolution, all of the provisions in
5 the MOU dated March 1, 1988, adopted by the City Council of the City of
6 Vernon on March 15, 1988, pursuant to Resolution No. 5489, as extended
7 by a Side-Letter Agreement effective October 6, 1991, approved by the
8 City Council of the City of Vernon on January 21, 1992, pursuant to
9 Resolution No. 6001, the Second Side-Letter Agreement approved by the
10 City Council of the City of Vernon on October 5, 1993, pursuant to
11 Resolution No. 6258, the Third Side-Letter Agreement approved by the
12 City Council of the City of Vernon on July 11, 1995, pursuant to
13 Resolution No. 6656, the Fourth Side-Letter Agreement, approved by the
14 City Council of the City of Vernon on September 2, 1997, pursuant to
15 Resolution 7009, the Fifth Side-Letter Agreement, approved by the City
16 Council of the City of Vernon on September 5, 2001, pursuant to
17 Resolution No. 7825, and the Amendment to the Fifth Side-Letter
18 Agreement, approved by the City Council of the City of Vernon on
19 March 6, 2002, pursuant to Resolution No. 7920, are referenced herein
20 as though fully set forth at length.

21 (2) Overtime.

22 Police Department personnel, with the exception of the Police
23 Chief, the Police Captain and Lieutenants, shall be paid for overtime
24 work as certified to by the Police Chief and approved by the City
25 Administrator for the following reasons:

26 (a) Disasters:

27 Disasters such as major fires, civil disturbances, and other
28 emergency situations.

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(b) Extraordinary Circumstances.

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

(3) Court Appearances.

Employees in the classifications represented by the Police Association in Group 2 shall be compensated for court appearances in the line of duty outside regular scheduled duty hours as specified in Schedule V, Exhibit "E."

(a) Court Day Defined.

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

(4) Standby Status.

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

(5) Payment of Incentive Compensation Peace Officers' Standard Training Certificate

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

(a) POST Intermediate Certificate.

Three percent (3%) of the employee's base monthly salary, excluding all other compensation, for the employee earning and possessing a POST intermediate certificate.

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1 (b) POST Advanced Certificate.

2 Six percent (6%) of the employee's base monthly salary,
3 excluding all other compensation, for the employee earning and
4 possessing a POST advanced certificate.

5 (c) Incentive Compensation.

6 Payment of the aforesaid incentive compensation shall not be
7 cumulative and only the highest applicable incentive pay shall be paid.
8 Incentive pay shall be payable the month following the month during
9 which the certificate is received, or the month following completion of
10 the employee's evaluation period, whichever is latest.

11 (6) Field Training Officers.

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

21 (7) Uniform Allowance.

22 Vernon shall provide a uniform allowance as specified in
23 Schedule IV, Exhibit "D," for the 2003-2004 fiscal year of Vernon, for
24 the purchase of Uniform and related equipment.

25 (8) Merit Steps.

26 Promotions or salary increases to higher grades are merit
27 steps only and shall be available to employees as recognition and
28 reward for satisfactory service after one (1) year in service at

1 present grade. The promotion or salary increase to said higher grade
2 shall remain in the sole discretion of the City Council.

3 (9) Anniversary Date.

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

13 (10) Detective Assignment.

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

22 (11) Police Personnel Code 7.

23 For all Group 2 police personnel, the first one-half hour
24 shall be used for briefing and training purposes. Lunch time equal to
25 one-half hour (Code 7) shall be part of the shift and is only
26 compensable if actually interrupted for purposes of an emergency
27 service call or not allowed. If Code 7 is interrupted for an emergency
28 service call or Code 7 is not allowed, the officer will be compensated

1 for one-half hour straight time or be granted one-half hour Code 7 time
2 at a later part of his/her shift. An officer who elects additional
3 compensation shall not be granted additional Code 7 time during his/her
4 shift. The current method of scheduling and utilizing Code 7 time,
5 with the exceptions stated above shall continue.

6 (12) 4/10 Plan.

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

13 (13) 3/12 Plan.

14 The City continues the 3/12 Plan for approved employees
15 assigned to patrol in accordance with the provisions specified in the
16 Amendment to Fifth Side-Letter Agreement.

17 (14) Tuition Reimbursement.

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

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1 b. **POLICE MANAGEMENT EMPLOYEES.**

2 (1) Payment of Incentive Compensation Peace
3 Officers' Standard Training Certificate

4 Police management employees (Police Chief, Police Captain and
5 Lieutenants) shall be eligible to receive peace officers' standard
6 training certificate incentive pay as follows:

7 (a) POST Intermediate Certificate.

8 Three percent (3%) of the employee's base monthly salary,
9 excluding all other compensation, for the employee earning and
10 possessing a POST intermediate certificate.

11 (b) POST Advanced Certificate.

12 Six percent (6%) of the employee's base monthly salary,
13 excluding all other compensation, for the employee earning and
14 possessing a POST advanced certificate.

15 (c) Incentive Compensation.

16 Payment of the aforesaid incentive compensation shall not be
17 cumulative and only the highest applicable incentive pay shall be paid.
18 Incentive pay shall be payable the month following the month during
19 which the certificate is received, or the month following completion of
20 the employee's evaluation period, whichever is latest.

21 (2) Personal Vehicle Allowance.

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

27 (a) Responsibility for Upkeep of Vehicle.

28 The City shall not be responsible for repairs or any

1 additional costs for upkeep, fuel, lubrication, replacement in whole or
2 in part, or other expenses in connection with any such vehicle beyond
3 the respective amounts set forth in Schedule III, Exhibit "C."

4 (3) Merit Steps.

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

10 (4) 4/10 and 9/80 Plan.

11 The City Council hereby continues the 4/10 Plan for approved
12 employees and the 9/80 Plan for the Chief of Police.

13 (5) Tuition Reimbursement.

14 All employees shall be entitled to receive at the City
15 Council's sole discretion the same benefit under the educational
16 assistance program as is provided for miscellaneous city employees.
17 The receipt by one employee of such reimbursement is not to be
18 considered a precedent and shall not require the approval by the City
19 Council of a different employee's request for similar reimbursement.

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

21 a. Personal Vehicle Allowance.

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

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b. Personal Vehicle Use and Maintenance.

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."

c. Additional Work Compensation.

All personnel in the City Administrator/City Clerk Departments, except the City Administrator/City Clerk, the Director of Environmental Health, 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 work week) shall be compensated for such additional hours worked.

d. City Administrator/City Clerk Vehicle and Expenses.

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

e. PERS Long-Term Health Care Benefit.

The City shall provide or reimburse the City Administrator for expenses incurred relating to a PERS long-term health care benefit with comprehensive lifetime inflation protection for the City Administrator and his spouse and said benefit shall be in conjunction with their PERS membership.

(f) City Administrator/City Clerk Benefits.

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

///

1 of \$2,000.00 effective January 1, 1986, shall deposit the maximum sum
2 allowed by law for an IRA effective January 1, 2004, and said sum shall
3 be deposited each and every year thereafter on or about January 1 for
4 as long as employee is employed by the City.

5 (6) Vacation.

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

8 (7) Unused Vacation/Executive Leave.

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

14 (8) Automobile Insurance.

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

17 (9) Limousine Service.

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

20 (10) Hours of Work.

21 The hours of work to be as necessary.

22 (11) League of California Cities and/or California
23 Contract Cities Association's Educational
24 Tour.

25 The City shall pay time and expense allowance for attendance
26 at the annual League of California Cities and/or the California
27 Contract Cities Association's educational tour each year.

28 (12) Life Insurance.

The City shall pay the cost of a "split-dollar"

1 universal life insurance policy with coverage in the amount of
2 \$1,000,000 and a "split-dollar" term life insurance policy with
3 coverage in the amount of \$100,000.

4 g. City Administrator/City Clerk Expenses

5 The City Council shall, in its discretion, provide the City
6 Administrator/City Clerk expense allowances. All such expenses
7 incurred previously are hereby approved and ratified.

8 h. City Attorney and Finance Administrator
9 Compensation

10 The City Council hereby establishes compensation for the
11 City Attorney and the Finance Administrator as set forth in Schedule
12 II. Exhibit "B."

13 **SECTION 25: CITY COUNCIL DEPARTMENT:**

14 a. PERS Long-Term Health Care Benefit.

15 The City shall provide or reimburse the City Councilmembers
16 for expenses incurred relating to a PERS long-term health care benefit
17 with comprehensive lifetime inflation protection for the City
18 Councilmembers and their spouses. The City shall pay or reimburse all
19 other medical-related health, vision and dental costs not reimbursed by
20 the City's insurance program or Medicare for City Councilmembers and
21 their dependents.

22 b. Longevity Program.

23 City Councilmembers shall be provided the following:

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

25 All eligible Councilmembers who have five (5) years of
26 consecutive uninterrupted service on or before July 1, 2001, shall
27 receive an additional five percent (5%) per month of their base salary
28 upon reaching their 5th anniversary date and every year thereafter.

1 shall be entitled to said five percent (5%) per month upon reaching
2 said anniversary date until reaching the next eligible level of
3 service.

4 (2) Ten (10) Years of Service.

5 All eligible Councilmembers who have ten (10) years of
6 consecutive uninterrupted service on or before July 1, 2001, shall
7 receive an additional ten percent (10%) per month of their base salary
8 upon reaching their 10th anniversary date and every year thereafter
9 shall be entitled to said ten percent (10%) per month upon reaching
10 said anniversary date until reaching the next eligible level of
11 service.

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

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

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

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

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(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 3.11 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) **Expense Reimbursement.**

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

(2) **Attendance Allowance.**

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

<u>Name of Committees, 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

1			
2	Industrial Development Authority	\$ 50.00	
3			
4	Southeast Community Development Corporation	\$100.00	
5			
6	East Los Angeles College Community Task Force Cities	\$100.00	
7			
8	Southeast Water Coalition Alternate	\$100.00	
9			
10	Board Meetings of Water Replenishment District of Southern California	\$100.00	
11			
12	Committee Meetings of Water Replenishment District of Southern California	\$100.00	
13			
14	Board Meetings of Central Basin Municipal Water District	\$100.00	
15			
16	Committee Meetings of Central Basin Municipal Water District Southeast Cities Traffic Improvement Authority -	\$100.00	
17	(Slauson Avenue/710 Freeway Interchange Project) Director and Alternate	\$100.00	
18			
19			
20	Committee Meetings of the Alameda Corridor Transportation Authority	\$100.00	
21			

(b) To each Councilmember a per meeting attendance allowance for all other miscellaneous meetings or negotiations and any meetings referred to above where the Councilmember devotes a period of time which exceeds two (2) hours, including travel time for said meetings, shall be paid as follows:

26	For meetings exceeding two (2) hours but not exceeding one-half (½) day [(4) four hours]	<u>\$ 250.00</u>
28	For meetings which exceed one-half (½) day	<u>\$ 500.00</u>

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(c) A Councilmember shall only be entitled to the attendance allowance for a meeting pursuant to either (a) or (b) and shall not receive an allowance under (a) and (b) for the same meeting.

SECTION 26: Repeal of Certain Resolutions.

All resolutions, or parts of resolutions not consistent with or in conflict with this resolution are hereby repealed.

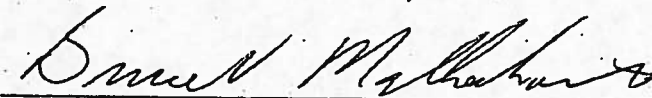
SECTION 27: Certification of Passage.

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

APPROVED AND ADOPTED this 25th day of June, 2003:

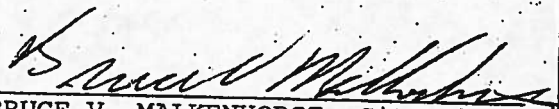

LEONIS C. MALBURG, Mayor

ATTEST:


BRUCE V. MALKENHORST, City Clerk

1 STATE OF CALIFORNIA)
2) ss
3 COUNTY OF LOS ANGELES)

4 I, BRUCE V. MALKENHORST, City Clerk of the City of Vernon, do
5 hereby certify that the foregoing Resolution, being Resolution No. 8228
6 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 25, 2003, and thereafter was duly signed by the Mayor of the City
9 of Vernon.

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11 
12 BRUCE V. MALKENHORST, City Clerk

13 (SEAL)

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EXHIBIT A

COV-MALSR 00013764

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SCHEDULE I

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

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

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

SECTION 2: FORTY (40) HOUR WEEK PERSONNEL.

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

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

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."

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SCHEDULE I
EXHIBIT "A"
A - 2

EXHIBIT B

COV-MALSR 00013767

SCHEDULE II

DEPARTMENT OF COMMUNITY SERVICES & WATER
SALARY SCALE

0.03

MONTHLY SALARY

DIRECTOR OF COMMUNITY SERVICES & WATER - 2100	STEP 1	12,596.00
	2	11,939.00
	3	11,317.00
	4	10,727.00
	5	10,168.00
	6	9,638.00
	7	9,136.00
	8	8,660.00
SENIOR CIVIL ENGINEER - 2210	STEP 1	9,508.00
	2	9,012.00
	3	8,542.00
	4	8,097.00
	5	7,675.00
	6	7,275.00
	7	6,896.00
	8	6,536.00
CIVIL ENGINEER - 2110 WATER OPERATIONS SUPERVISOR - 2160 CHIEF CODE INSPECTOR - 2140	STEP 1	8,191.00
	2	7,764.00
	3	7,359.00
	4	6,975.00
	5	6,611.00
	6	6,266.00
	7	5,939.00
	8	5,629.00
PROJECT ENGINEER - 2130 SENIOR ELECTRICAL INSPECTOR - 4420 PLAN CHECKER - 2190	STEP 1	7,325.00
	2	6,943.00
	3	6,581.00
	4	6,238.00
	5	5,913.00
	6	5,605.00
	7	5,313.00
	8	5,036.00
FOREMAN - 2170	STEP 1	6,398.00
	2	6,064.00
	3	5,748.00
	4	5,448.00
	5	5,164.00
	6	4,895.00
	7	4,640.00
	8	4,398.00

SCHEDULE II
EXHIBIT "B" PAGE 1

07/01/03

COV-MALSR 00013768

SCHEDULE II

DEPARTMENT OF COMMUNITY SERVICES & WATER
SALARY SCALE

0.03

MONTHLY SALARY

ENGINEERING ASSOCIATE - 2120	STEP 1	6,227.00
MECHANICAL & PLUMBING INSPECTOR - 2800	2	5,902.00
ELECTRICAL INSPECTOR - 2900	3	5,594.00
CODE INSPECTOR - 2150	4	5,302.00
BUILDING INSPECTOR - 2190	5	5,026.00
	6	4,764.00
	7	4,516.00
	8	4,281.00
UTILITYMAN I - 2290	STEP 1	5,588.00
SECRETARY TO DIRECTOR OF	2	5,297.00
COMMUNITY SERVICES - 4700	3	5,021.00
ENGINEERING ASSISTANT - 2180	4	4,759.00
PLANNING ASSISTANT - 2330	5	4,511.00
CODE ENFORCEMENT INSPECTOR - 4460	6	4,276.00
	7	4,053.00
	8	3,842.00
UTILITYMAN II - 2310	STEP 1	4,510.00
SECRETARY - 4360	2	4,275.00
ENGINEERING AIDE - 2300	3	4,052.00
SENIOR UTILITY CLERK - 4200	4	3,841.00
	5	3,641.00
	6	3,451.00
	7	3,271.00
	8	3,100.00
	9	2,938.00
FIBER-OPTIC & TRAFFIC	STEP 1	9,116.00
SYSTEMS MANAGER - 2250	2	8,641.00
	3	8,191.00
	4	7,764.00
	5	7,359.00
	6	6,975.00
	7	6,611.00
	8	6,268.00
DEPUTY DIRECTOR OF COMMUNITY	STEP 1	10,582.00
SERVICES & WATER - 2102	2	10,030.00
	3	9,507.00
	4	9,011.00
	5	8,541.00
	6	8,096.00
	7	7,674.00
	8	7,274.00

SCHEDULE II
 EXHIBIT "B" PAGE 2

7/01/03

SCHEDULE II

0.03

DEPARTMENT OF COMMUNITY SERVICES & WATER
SALARY SCALE

		MONTHLY SALARY
UTILITY MAN III - 2340 ENGINEERING AIDE III - 2390	STEP 1	3,641.00
	2	3,451.00
	3	3,271.00
	4	3,100.00
	5	2,938.00
	6	2,785.00
	7	2,640.00
	8	2,502.00
UTILITYMAN IV - 2380	STEP 1	2,940.00
	2	2,787.00
	3	2,642.00
	4	2,504.00
	5	2,373.00
	6	2,249.00
	7	2,132.00
	8	2,021.00
UTILITY CLERK - 4220	STEP 1	3,641.00
	2	3,451.00
	3	3,271.00
	4	3,100.00
	5	2,938.00
	6	2,785.00
	7	2,640.00
	8	2,502.00
	9	2,372.00
	10	2,248.00
APPRENTICE MECHANIC - 2660	STEP 1	2,774.00
	2	2,629.00
	3	2,492.00
	4	2,362.00
	5	2,239.00
	6	2,122.00
	7	2,011.00
	8	1,906.00

HOURLY-TEMPORARY/MISCELLANEOUS

A SALARY RANGE OF \$6.75 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

7/01/03

COV-MALSR 00013770

SCHEDULE II

UTILITIES DEPARTMENT SALARY SCALE

0.03

MONTHLY SALARY

DIRECTOR OF UTILITIES- 2101	STEP 1	13,223.00
	2	12,534.00
	3	11,881.00
	4	11,262.00
	5	10,675.00
	6	10,118.00
	7	9,591.00
	8	9,091.00
DEPUTY DIRECTOR OF UTILITIES - 2550	STEP 1	11,044.00
ASSISTANT DIRECTOR OF - 5199 ENGINEERING & OPERATIONS	STEP 1	10,748.00
	2	10,188.00
	3	9,657.00
	4	9,154.00
	5	8,677.00
	6	8,225.00
	7	7,796.00
ASSISTANT DIRECTOR OF - 5197 RESOURCE MANAGEMENT	STEP 1	8,191.00
	2	7,764.00
	3	7,359.00
	4	6,975.00
	5	6,611.00
	6	6,266.00
	7	5,939.00
	8	5,629.00
ELECTRICAL ENGINEER - 5301 RESOURCE ENGINEER - 5309 OPERATIONS ENGINEER - 5400	STEP 1	6,976.00
	2	6,612.00
	3	6,267.00
	4	5,940.00
	5	5,630.00
	6	5,336.00
	7	5,058.00
	8	4,794.00
	9	4,544.00
ASSOCIATE ENGINEER - 5302 SENIOR SUBSTATION TECHNICIAN - 5216 ENERGY MANAGEMENT REP - 5215	STEP 1	6,227.00
	2	5,902.00
	3	5,594.00
	4	5,302.00
	5	5,026.00
	6	4,764.00
	7	4,516.00
	8	4,281.00
	ELECTRIC SERVICE PLANNER - 5204 ASSISTANT ENGINEER - 5312	STEP 1
2		5,902.00

SCHEDULE II
 EXHIBIT "B" PAGE 4

7/1/03

COV-MALSR 00013771

SCHEDULE II
 UTILITIES DEPARTMENT
 SALARY SCALE

0.03
 MONTHLY SALARY

BULK POWER MANAGER - 5304	STEP 1	9,508.00
	2	9,012.00
	3	8,542.00
	4	8,097.00
	5	7,575.00
	6	7,275.00
	7	6,896.00
	8	6,536.00
CUSTOMER SERVICE MANAGER - 4110	STEP 1	7,801.00
	2	7,394.00
	3	7,009.00
	4	6,644.00
	5	6,298.00
	6	5,970.00
	7	5,659.00
GAS SYSTEMS SUPERINTENDENT - 5101	STEP 1	6,750.00
	2	6,398.00
	3	6,064.00
	4	5,748.00
	5	5,448.00
	6	5,164.00
	7	4,895.00
ASSOCIATE RESOURCE SCHEDULER - 5102	STEP 1	5,749.00
	2	5,449.00
	3	5,165.00
	4	4,896.00
	5	4,641.00
	6	4,399.00
	7	4,170.00
	8	3,953.00
CUSTOMER SERVICE REPRESENTATIVE - 4111 LEAD METER READER - 5206	STEP 1	4,270.00
	2	4,047.00
	3	3,836.00
	4	3,636.00
	5	3,446.00
	6	3,266.00
	7	3,098.00
	8	2,935.00
	9	2,782.00
	10	2,637.00
METER READER - 5205	STEP 1	4,173.00
	2	3,955.00
	3	3,749.00
	4	3,554.00
	5	3,369.00
	6	3,193.00
	7	3,027.00
	8	2,869.00
ELECTRIC SERVICE PLANNER TRAINEE - 5207	STEP 1	3,545.00

SCHEDULE II
 EXHIBIT "B" PAGE 5

7/1/03

COV-MALSR 00013772

SCHEDULE II

0.03

UTILITIES DEPARTMENT SALARY SCALE

MONTHLY SALARY

SENIOR ELECTRONICS TECHNICIAN - 5315	STEP 1	7,394.00
	2	7,009.00
	3	6,644.00
	4	6,298.00
	5	5,970.00
	6	5,659.00
	7	5,364.00
	8	5,084.00
ELECTRONICS TECHNICIAN - 5111	STEP 1	6,431.00
	2	6,096.00
	3	5,778.00
	4	5,477.00
	5	5,191.00
	6	4,920.00
	7	4,664.00
	8	4,421.00
COMPUTER AIDED DRAFTING TECHNICIAN - 5305	STEP 1	4,759.00
	2	4,511.00
	3	4,276.00
	4	4,053.00
	5	3,842.00
	6	3,642.00
	7	3,452.00
	8	3,272.00
	9	3,101.00
FACILITIES COORDINATOR - 5104 ADMINISTRATIVE ASSOCIATE - 5103	STEP 1	4,510.00
	2	4,275.00
	3	4,052.00
	4	3,841.00
	5	3,641.00
	6	3,451.00
	7	3,271.00
	8	3,100.00
	9	2,938.00

SCHEDULE II
EXHIBIT "B" PAGE 6

7/01/03

COV-MALSR 00013773

EX. 63 - 63

SCHEDULE II

UTILITIES DEPARTMENT SALARY SCALE

0.03

MONTHLY SALARY

SYSTEMS MANAGER - 5200	STEP 1	7,928.00
	2	7,515.00
	3	7,123.00
	4	6,752.00
	5	6,400.00
	6	6,066.00
	7	5,750.00
	8	5,450.00
SYSTEMS SUPERVISOR - 5201	STEP 1	7,121.00
	2	6,750.00
	3	6,398.00
	4	6,064.00
	5	5,748.00
	6	5,448.00
	7	5,164.00
	8	4,895.00
SYSTEMS COORDINATOR I - 5202 RESOURCE SCHEDULER - 5308	STEP 1	6,656.00
	2	6,309.00
	3	5,980.00
	4	5,668.00
	5	5,373.00
	6	5,093.00
	7	4,827.00
	8	4,575.00
	9	4,336.00
SYSTEMS COORDINATOR II - 5203 SUBSTATION TECHNICIAN - 5212	STEP 1	4,921.00
	2	4,664.00
	3	4,421.00
	4	4,191.00
	5	3,973.00
	6	3,766.00
	7	3,570.00
	8	3,384.00
SYSTEMS COORDINATOR TRAINEE - 5203	STEP 1.	2,877.00

HOURLY-TEMPORARY/MISCELLANEOUS

A SALARY OF \$6.75 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

7/01/03

COV-MALSR 00013774

EX. 63 - 64

SCHEDULE II

FIRE DEPARTMENT SALARY SCALE

0.03

		MONTHLY SALARY
BATTALION CHIEF - 6120 ADMINISTRATIVE BATTALION CHIEF - 6220	STEP 1	8,124.00
	2	7,700.00
	3	7,299.00
	4	6,918.00
	5	6,557.00
	6	6,215.00
	7	5,891.00
CAPTAIN - 6130 ADMINISTRATIVE CAPTAIN - 6230	STEP 1	6,751.00
	2	6,399.00
	3	6,065.00
	4	5,749.00
	5	5,449.00
	6	5,165.00
	7	4,896.00
ENGINEER - 6150 ADMINISTRATIVE ENGINEER - 6250	STEP 1	5,668.00
	2	5,373.00
	3	5,093.00
	4	4,827.00
	5	4,575.00
	6	4,336.00
	7	4,110.00
FIREFIGHTER - 6180 ADMINISTRATIVE FIREFIGHTER - 6280	STEP 1	4,837.00
	2	4,585.00
	3	4,346.00
	4	4,119.00
	5	3,904.00
	6	3,700.00
	7	3,507.00

FIRE DEPARTMENT PERSONNEL HIRED PRIOR TO 1986

SCHEDULE II
EXHIBIT "B" PAGE 8

07/01/03

COV-MALSR 00013775

SCHEDULE II
FIRE DEPARTMENT SALARY SCALE 0.03

		MONTHLY SALARY
CHIEF - 1100	STEP 1	10,582.00
	2	10,030.00
	3	9,507.00
	4	9,011.00
	5	8,541.00
	6	8,096.00
	7	7,674.00
BATTALION CHIEF - 1120 ADMINISTRATIVE BATTALION CHIEF - 1220	STEP 1	7,735.00
	2	7,332.00
	3	6,950.00
	4	6,588.00
	5	6,245.00
	6	5,919.00
	7	5,610.00
CAPTAIN - 1130 ADMINISTRATIVE CAPTAIN - 1230	STEP 1	6,431.00
	2	6,098.00
	3	5,778.00
	4	5,477.00
	5	5,191.00
	6	4,920.00
	7	4,664.00
ENGINEER - 1150 ADMINISTRATIVE ENGINEER - 1250	STEP 1	5,398.00
	2	5,118.00
	3	4,851.00
	4	4,598.00
	5	4,358.00
	6	4,131.00
	7	3,916.00
FIREFIGHTER - 1180 ADMINISTRATIVE FIREFIGHTER - 1280	STEP 1	4,805.00
	2	4,365.00
	3	4,137.00
	4	3,921.00
	5	3,717.00
	6	3,523.00
	7	3,339.00

FIRE DEPARTMENT PERSONNEL HIRED BETWEEN 7/1/86 AND 6/30/94

07/01/03

SCHEDULE II
 EXHIBIT "B" PAGE 9

SCHEDULE II
FIRE DEPARTMENT SALARY SCALE

0.03

		MONTHLY SALARY
CHIEF - 1100	STEP 1	10,582.00
	2	10,030.00
	3	9,507.00
	4	9,011.00
	5	8,541.00
	6	8,098.00
	7	7,874.00
BATTALION CHIEF - 7120 ADMINISTRATIVE BATTALION CHIEF - 7220	STEP 1	7,735.00
	2	7,332.00
	3	6,950.00
	4	6,588.00
	5	6,245.00
	6	5,919.00
	7	5,610.00
CAPTAIN - 7130 ADMINISTRATIVE CAPTAIN - 7230	STEP 1	6,587.00
	2	6,244.00
	3	5,918.00
	4	5,609.00
	5	5,317.00
	6	5,040.00
	7	4,777.00
ENGINEER - 7150 ADMINISTRATIVE ENGINEER - 7250	STEP 1	5,530.00
	2	5,242.00
	3	4,969.00
	4	4,710.00
	5	4,464.00
	6	4,231.00
	7	4,010.00
FIREFIGHTER - 7180 ADMINISTRATIVE FIREFIGHTER - 7280	STEP 1	4,716.00
	2	4,470.00
	3	4,237.00
	4	4,016.00
	5	3,807.00
	6	3,609.00
	7	3,421.00

FIRE DEPARTMENT PERSONNEL HIRED AFTER JULY 1, 1994

07/01/03

SCHEDULE II
EXHIBIT "B" PAGE 98

COV-MALSR 00013777

SCHEDULE II
FIRE DEPARTMENT SALARY SCALE 0.03

SECRETARY - 4360

MONTHLY SALARY	
STEP 1	4,510.00
2	4,275.00
3	4,052.00
4	3,841.00
5	3,641.00
6	3,451.00
7	3,271.00
8	3,100.00
9	2,938.00

UTILITY CLERK - 4220

STEP 1	3,641.00
2	3,451.00
3	3,271.00
4	3,100.00
5	2,938.00
6	2,785.00
7	2,640.00
8	2,502.00
9	2,372.00
10	2,248.00

07/01/03

SCHEDULE II
EXHIBIT "B" PAGE 10

COV-MALSR 00013778

SCHEDULE II

POLICE DEPARTMENT SALARY SCALE

0.03

		MONTHLY SALARY
CHIEF - 3100	STEP 1	10,916.00
	2	10,347.00
	3	9,808.00
	4	9,297.00
	5	8,812.00
	6	8,353.00
	7	7,918.00
CAPTAIN - 3110	STEP 1	8,706.00
	2	8,252.00
	3	7,822.00
	4	7,414.00
	5	7,027.00
	6	6,661.00
	7	6,314.00
LIEUTENANT - 3120	STEP 1	7,355.00
	2	6,972.00
	3	6,609.00
	4	6,264.00
	5	5,937.00
	6	5,627.00
	7	5,334.00
RECORDS MANAGER - 4270	STEP 1	6,124.00
	2	5,805.00
	3	5,502.00
	4	5,215.00
	5	4,943.00
	6	4,685.00
	7	4,441.00
ASSISTANT RECORDS MANAGER - 4271 POLICE SECRETARY - 3170	STEP 1	4,510.00
	2	4,275.00
	3	4,052.00
	4	3,841.00
	5	3,641.00
	6	3,451.00
	7	3,271.00
	8	3,100.00
	9	2,938.00
RECORDS CLERK - 3160 ADMINISTRATIVE ASSISTANT - 4272	STEP 1	3,641.00
	2	3,451.00
	3	3,271.00
	4	3,100.00
	5	2,938.00
	6	2,785.00
	7	2,640.00
	8	2,502.00
	9	2,372.00
	10	2,248.00

SCHEDULE II
 EXHIBIT "B" PAGE 11

7/01/03

COV-MALSR 00013779

SCHEDULE II

POLICE DEPARTMENT SALARY SCALE

0.03

		MONTHLY SALARY
CIVILIAN COURT OFFICER - 4370	STEP 1	4,346.00
	2	4,119.00
	3	3,904.00
	4	3,700.00
	5	3,507.00
	6	3,324.00
	7	3,151.00
	8	2,987.00
VERNON SERVICE OFFICER - 4300	STEP 1	3,555.00
	2	3,370.00
	3	3,194.00
	4	3,027.00
	5	2,869.00
	6	2,719.00
	7	2,577.00
	8	2,443.00
POLICE CADET - 3180	STEP 1	2,806.00
	2	2,660.00
	3	2,521.00
	4	2,390.00
	5	2,265.00
	6	2,147.00
	7	2,035.00
	8	1,929.00
SERGEANTS - 3130	STEP 1	6,118.00
	2	5,799.00
	3	5,497.00
	4	5,210.00
	5	4,938.00
	6	4,681.00
POLICE OFFICER - 3340	STEP 1	5,146.00
	2	4,878.00
	3	4,624.00
	4	4,383.00
	5	4,155.00
	6	3,938.00

SCHEDULE II
EXHIBIT "B" PAGE 12

7/01/03 (except 3130 and 3340)

COV-MALSR 00013780

SCHEDULE II

0.03

CITY ADMINISTRATOR/CITY CLERK DEPARTMENT SALARY SCALE

		MONTHLY SALARY
CITY ADMINISTRATOR/CITY CLERK - 4001	STEP 1	34,274.00
DIRECTOR OF ENVIRONMENTAL HEALTH - 4310	STEP 1	10,666.00
	2	10,110.00
	3	9,583.00
	4	9,083.00
	5	8,609.00
	6	8,160.00
	7	7,735.00
CHIEF DEPUTY DIRECTOR ENVIRONMENTAL HEALTH - 4320	STEP 1	8,641.00
	2	8,191.00
	3	7,764.00
	4	7,359.00
	5	6,975.00
	6	6,611.00
	7	6,266.00
ASSISTANT FINANCE DIRECTOR - 4102	STEP 1	8,330.00
	2	7,896.00
	3	7,484.00
	4	7,094.00
	5	6,724.00
	6	6,373.00
	7	6,041.00
SENIOR ENVIRONMENTAL SPECIALIST - 4440	STEP 1	7,763.00
	2	7,358.00
	3	6,974.00
	4	6,610.00
	5	6,265.00
	6	5,938.00
	7	5,628.00
OFFICE MANAGER - 4120	STEP 1	6,124.00
RISK MANAGER/PERSONNEL ASSISTANT - 4260	2	5,805.00
BUDGET AUDITOR - 4330	3	5,502.00
	4	5,215.00
	5	4,943.00
	6	4,685.00
	7	4,441.00
	8	4,209.00

SCHEDULE II
EXHIBIT "B" PAGE 13

07/01/03

COV-MALSR 00013781

SCHEDULE II

CITY ADMINISTRATOR/CITY CLERK DEPARTMENT SALARY SCALE 0.03

		MONTHLY SALARY
CHIEF DEPUTY CITY CLERK/SECRETARY TO CITY ADMINISTRATOR - 4280	STEP 1	6,818.00
	2	6,463.00
	3	6,126.00
	4	5,807.00
	5	5,504.00
	6	5,217.00
	7	4,945.00
	8	4,687.00
ASST TO CHIEF DEPUTY CITY CLERK - 4190 ASST TO THE CITY ADMINISTRATOR - 4100	STEP 1	5,503.00
	2	5,216.00
	3	4,944.00
	4	4,686.00
	5	4,442.00
	6	4,210.00
	7	3,991.00
	8	3,783.00
ACCOUNTANT - 4130	STEP 1	5,214.00
	2	4,942.00
	3	4,684.00
	4	4,440.00
	5	4,209.00
	6	3,990.00
	7	3,782.00
	8	3,585.00
ADMINISTRATIVE AIDE II - 4140 SECRETARY TO CITY COUNCIL - 4150	STEP 1	4,953.00
	2	4,695.00
	3	4,450.00
	4	4,218.00
	5	3,998.00
	6	3,790.00
	7	3,592.00
	8	3,405.00
ENVIRONMENTAL SPECIALIST - 4340	STEP 1	6,561.00
	2	6,219.00
	3	5,895.00
	4	5,588.00
	5	5,297.00
	6	5,021.00
	7	4,759.00
	8	4,511.00
LEGAL SECRETARY - 4290	STEP 1	5,588.00
	2	5,297.00
	3	5,021.00
	4	4,759.00
	5	4,511.00
	6	4,276.00
	7	4,053.00
	8	3,842.00

SCHEDULE II
 EXHIBIT "B" PAGE 14

07/01/03

COV-MALSR 00013782

SCHEDULE II

CITY ADMINISTRATOR/CITY CLERK DEPARTMENT SALARY SCALE

0.03

		MONTHLY SALARY
PAYROLL CLERK - 4180	STEP Y	4,622.00
SENIOR DISPATCHER (COMMUNICATIONS) - 4600	1	4,510.00
SENIOR UTILITY CLERK - 4520	2	4,275.00
SECRETARY - 4360	3	4,052.00
PURCHASING ASSISTANT - 4910 (STEP 10)	4	3,841.00
DEPUTY CITY CLERK - 4400	5	3,641.00
SENIOR ACCOUNT CLERK - 4202	6	3,451.00
	7	3,271.00
	8	3,100.00
	9	2,938.00
ADMINISTRATIVE AIDE I - 4900	STEP Y	4,390.00
	1	3,998.00
	2	3,790.00
	3	3,592.00
	4	3,405.00
	5	3,227.00
	6	3,059.00
	7	2,900.00
	8	2,749.00
	9	2,606.00
ENVIRONMENTAL TECHNICIAN - 4350	STEP 1	3,641.00
	2	3,451.00
	3	3,271.00
	4	3,100.00
	5	2,938.00
	6	2,785.00
	7	2,640.00
	8	2,502.00
IT MANAGER - 4430	STEP 1	7,278.00
	2	6,897.00
	3	6,537.00
	4	6,196.00
	5	5,873.00
	7	5,567.00
	1	5,277.00
INFORMATION TECHNOLOGY SPECIALIST I - 4390	STEP 1	5,749.00
	2	5,449.00
	3	5,165.00
	4	4,896.00
	5	4,641.00
	6	4,399.00
	7	4,170.00
	8	3,953.00
DISPATCHER (COMMUNICATIONS) - 4500	STEP 1	3,641.00
	2	3,451.00
	3	3,271.00
	4	3,100.00
	5	2,938.00
	6	2,785.00
	7	2,640.00

SCHEDULE II
 EXHIBIT "B" PAGE 15

07/01/03

COV-MALSR 00013783

SCHEDULE II

CITY ADMINISTRATOR/CITY CLERK DEPARTMENT SALARY SCALE

0.03

	MONTHLY SALARY	
ACCOUNT CLERK - 4230	STEP 1	3,822.00
	2	3,623.00
	3	3,434.00
	4	3,255.00
	5	3,085.00
	6	2,924.00
	7	2,772.00
	8	2,627.00
	9	2,490.00
	10	2,360.00
TYPIST/SWITCHBOARD OPERATOR - 4210 UTILITY CLERK - 4220 PERSONNEL CLERK - 4240 SECRETARY TRAINEE - 4250	STEP 1	3,641.00
	2	3,451.00
	3	3,271.00
	4	3,100.00
	5	2,938.00
	6	2,785.00
	7	2,640.00
	8	2,502.00
	9	2,372.00
	10	2,248.00
INFORMATION TECHNOLOGY II - 4380	STEP 1	4,270.00
	2	4,047.00
	3	3,836.00
	4	3,636.00
	5	3,446.00
	6	3,266.00
	7	3,096.00
	8	2,935.00
	9	2,782.00
	10	2,637.00
INFORMATION TECHNOLOGY ANALYST - 5100 FINANCE SUPPORT ANALYST - 5106	STEP 1	5,749.00
	2	5,449.00
	3	5,165.00
	4	4,896.00
	5	4,641.00
	6	4,399.00
	7	4,170.00
	8	3,953.00
	9	3,747.00
	10	3,552.00
COUNCILMAN		2,110.00
CITY ATTORNEY - 9700		25,000.00
FINANCE ADMINISTRATOR - 9800		27,500.00
DEPUTY CITY TREASURER		100.00

HOURLY - TEMPORARY/MISCELLANEOUS
 A SALARY OF \$6.75 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 16

07/01/03

EXHIBIT C

COV-MALSR 00013785

SCHEDULE III
AUTOMOBILE ALLOWANCE

	MONTHLY ALLOWANCE
POLICE CAPTAIN	\$480.00
DEPUTY DIRECTOR OF UTILITIES	\$420.00
ASSISTANT DIRECTOR OF RESOURCE MANAGEMENT	\$420.00
ASSISTANT DIRECTOR OF ENGINEERING & OPERATIONS	\$420.00
DEPUTY CITY TREASURER	\$420.00
OFFICE MANAGER	\$300.00
RISK MANAGER/PERSONNEL ASSISTANT	\$110.00
BATTALION CHIEF TRAINING OFFICER	\$125.00

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.

7/1/03

SCHEDULE III
EXHIBIT "C"

COV-MALSR 00013786

EXHIBIT D

COV-MALSR 00013787

**SCHEDULE IV
UNIFORM ALLOWANCE**

2003-2004

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 2003-2004 FISCAL YEAR FOR THE PURCHASE OF UNIFORMS AND RELATED EQUIPMENT ON THE FIRST PAY CHECK OF AUGUST 2003.

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 SEVEN HUNDRED TWENTY-FIVE DOLLARS (\$725.00) PER FISCAL YEAR (JULY 1ST TO JUNE 30TH) FOR THE PURCHASE OF UNIFORMS AND RELATED EQUIPMENT EFFECTIVE SEPTEMBER 1, 2003.

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, 2003.

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 2003-2004 OF VERNON FOR THE PURCHASE OF SUCH CLOTHING AND RELATED EQUIPMENT ON HIS/HER ANNIVERSARY DATE.

SCHEDULE IV
EXHIBIT "D"

7/1/03

COV-MALSR 00013788

EXHIBIT E

COV-MALSR 00013789

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, 2003:

Effective September 1, 2003:

All Day Appearance	\$195.75
Half Day Appearance	\$135.25
Stand-by (all day)	\$111.75
Stand-by (1/2 day)	\$56.50

SCHEDULE V
Exhibit "E"

9/1/03

COV-MALSR 00013790

SUPPORTING DOCUMENTS


COV-MALSR 00013791

CITY ADMINISTRATOR/CITY CLERK'S

INTER-DEPARTMENT MEMORANDUM

DATE: July 14, 2003

TO: Kevin Wilson, Director of Community Services and Water
Kenneth J. DeDario, Director of Utilities
Steven E. Parker, Fire Chief
Bruce W. Olson, Chief of Police
Lewis Pozzebon, Director of Environmental Health

FROM: Gloria J. Orosco 
Chief Deputy City Clerk

RE: Corrected pages for Salary Resolution No. 8228

Attached hereto are copies of the corrected pages for the above-mentioned resolution. I would appreciate it if you would distribute copies to the necessary personnel within your office.

In addition, please review these copies and if you have any questions contact this office immediately.

:gm.

cc: Nelly Giron
Marisol Trujillo
Greg Tsujiuchi
Martha Valenzuela
Sharon Johnson
Joan Francone
John Salomon

COV-MALSR 00013792

EX. 63 - 82

CITY ADMINISTRATOR/CITY CLERK'S OFFICE

INTER-DEPARTMENT MEMORANDUM

DATE: July 2, 2003

TO: L. Pozzebon, Director of Env. Health
S. Kevin Wilson, Dir. Of Com. Svs. & Water
B. Olson, Chief of Police
S. Parker, Fire Chief
K. DeDario, Director of Utilities

FROM: Gloria J. Orosco, Chief Deputy City Clerk

RE: 2003-2004 Salary Scales

Gentlemen:

Attached hereto is Resolution No. 8228, pertaining to compensation & expense allowances. This was approved by City Council on June 25, 2003. I would appreciate it if you would distribute copies to the necessary personnel within your office

In addition, please review this document and if you have any questions contact this office immediately.

Thank you.

cc: S. Johnson
M. Valenzuela
J. Francone
J. Salomon
J. Somoano
N. Giron
M. Trujillo
G. Orosco
G. Tsujuchi

COV-MALSR 00013793

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