

RESOLUTION NO. 8271

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO,
CALIFORNIA, AMENDING PORTIONS OF RESOLUTION NO. 8244,
ADOPTED JUNE 20, 2023, AND RESOLUTION NO. 8251, ADOPTED
AUGUST 7, 2023**

**THE CITY COUNCIL OF THE CITY OF SAN FERNANDO DOES HEREBY RESOLVE, FIND,
DETERMINE, AND ORDER AS FOLLOWS:**

SECTION 1: That that portion of Section 1 of Resolution No. 8244, adopted June 20, 2023, as amended, be further amended by deleting “Schedule H For Part-Time Hourly Employees” on page 5, and replacing it with the following, which includes ranges for classifications directly impacted by the minimum wage increases. This shall be effective January 1, 2024:

SCHEDULE H FOR PART-TIME HOURLY EMPLOYEES (MINIMUM WAGE)					
SALARY RANGE NUMBER	STEP A	STEP B	STEP C	STEP D	STEP E
44	16.00	16.68	17.38	18.13	18.91
45	16.28	16.99	17.77	18.57	19.41
47	16.77	17.50	18.27	19.07	19.89
52	17.57	18.33	19.12	19.95	20.83
71	21.08	22.07	23.15	24.25	25.39

SECTION 2: That that portion of Section 1 of Resolution No. 8244, adopted June 20, 2023, and Section 2 of Resolution No. 8251, adopted August 7, 2023, as amended, be further amended by deleting “Schedule H For Part-Time Hourly Employees” on pages 5 and 1, respectively, and replacing them with the following, which includes ranges for classifications that are full-time equivalent job classifications. This shall remain in effect through June 30, 2024:

SCHEDULE HFE FOR PART-TIME HOURLY EMPLOYEES – FULL-TIME EQUIVALENT					
SALARY RANGE NUMBER	STEP A	STEP B	STEP C	STEP D	STEP E
62	17.13	18.07	19.07	20.12	21.22
100	23.68	24.98	26.35	27.81	29.32
104	24.77	26.14	27.57	29.08	30.68
122	30.25	31.90	33.64	35.49	37.43

SECTION 3: That that portion of Section 1 of Resolution 8244, adopted June 20, 2023, as amended, be further amended by deleting “Schedule H For Part-Time Hourly Employees” on page 5, and replacing it with the following, which includes general part-time job classifications that are above the minimum wage. This shall remain in effect through June 30, 2024:

SCHEDULE HG					
FOR					
PART-TIME HOURLY EMPLOYEES – GENERAL (ABOVE MINIMUM WAGE)					
SALARY RANGE NUMBER	STEP A	STEP B	STEP C	STEP D	STEP E
62	17.20	18.03	19.02	20.07	21.15
71	20.42	21.38	22.43	23.49	24.60

SECTION 4: That that portion of Section 1 of Resolution 8244, adopted June 20, 2023, as amended, be further amended by deleting “Schedule P For Full-Time Sworn Police Employees” on page 7, and replacing it with the following, which shall be effective the first full pay period that includes January 1, 2024:

SCHEDULE P					
FOR					
SWORN POLICE EMPLOYEES – (SFPOA)					
SALARY RANGE NUMBER	STEP A	STEP B	STEP C	STEP D	STEP E
73	7138	7529	7948	8378	8844
95	8872	9361	9877	10420	10996

SECTION 5: That that portion of Section 1 of Resolution 8244, adopted June 20, 2023, as amended, be further amended by deleting “Schedule PFE For Hourly Police Service Employees - Full-Time Equivalent” on page 7, and replacing it with the following, which shall be effective the first full pay period that includes January 1, 2024:

SCHEDULE PFE					
FOR					
HOURLY POLICE SERVICE EMPLOYEES – FULL-TIME EQUIVALENT (UNREPRESENTED)					
SALARY RANGE NUMBER	STEP A	STEP B	STEP C	STEP D	STEP E
140	41.18	43.44	45.85	48.33	51.02

SECTION 6: That effective January 1, 2024, that the portion of Sub-section B of Section 2 of Resolution 8244, adopted June 20, 2023, as amended, be further amended by deleting the Salary Schedule on Pages 11 and 12 for the job classifications specified hereunder, and replacing it with the following "Salary Steps A thru E," which represents a three and twenty-three hundredths percent (3.23%) minimum wage increase:

CLASSIFICATION	SALARY RANGE NUMBER/ SCHEDULE	STEP A	STEP B	STEP C	STEP D	STEP E
Crossing Guard	44H	16.00	16.68	17.38	18.13	18.91
Day Camp Counselor	44H	16.00	16.68	17.38	18.13	18.91
Junior Cadet	45H	16.28	16.99	17.77	18.57	19.41
Recreation Leader I	44H	16.00	16.68	17.38	18.57	18.91
Recreation Leader II	47H	16.77	17.50	18.27	19.07	19.89
Recreation Leader III	71H	21.08	22.07	23.15	24.25	25.39
Senior Day Camp Counselor	52H	17.57	18.33	19.12	19.95	20.83

SECTION 7: That effective July 1, 2023, that the portion of Sub-section B of Section 2 of Resolution 8244, adopted June 20, 2023, as amended, be further amended by maintaining the Salary Schedule on Pages 11 and 12 for the job classifications specified hereunder, with the following "Salary Steps A thru E," which are above the minimum wage:

CLASSIFICATION	SALARY RANGE NUMBER/ SCHEDULE	STEP A	STEP B	STEP C	STEP D	STEP E
City Maintenance Helper	62HG	17.20	18.03	19.02	20.07	21.15
Community Preservation Officer	122HFE	30.25	31.90	33.64	35.49	37.43
Community Service Officer	104HFE	24.77	26.14	27.57	29.08	30.68
Management Intern	71HG	20.42	21.38	22.43	23.49	24.60
Office Clerk	62HFE	17.13	18.07	19.07	20.12	21.22
Personnel Office Clerk	62HFE	17.13	18.07	19.07	20.12	21.22
Police Records Specialist	100HFE	23.68	24.98	26.35	27.81	29.32

SECTION 8: That effective the first day of the first full pay period that includes January 1, 2024, that the portion of Sub-section A of Section 2 of Resolution No. 8244, adopted June 20, 2023, as amended, be further amended by deleting the Salary Schedule on Page 9 for the job classifications specified hereunder, and replacing it with the following “Salary Steps A thru E,” which represents a four percent (4%) wage increase:

CLASSIFICATION	SALARY RANGE NUMBER/ SCHEDULE	STEP A	STEP B	STEP C	STEP D	STEP E
Police Cadet	73P	7138	7529	7948	8378	8844
Police Officer	73P	7138	7529	7948	8378	8844
Police Sergeant	95P	8872	9361	9877	10420	10996

SECTION 9: That effective the first day of the first full pay period that includes January 1, 2024, that the portion of Sub-section B of Section 2 of Resolution No. 8244, adopted June 20, 2023, as amended, be further amended by deleting the Salary Schedule on Page 11 for the job classifications specified hereunder, and replacing it with the following, which represents a four percent (4%) wage increase:

CLASSIFICATION	SALARY RANGE NUMBER/ SCHEDULE	STEP A	STEP B	STEP C	STEP D	STEP E
Police Cadet	140PFE	41.18	43.44	45.85	48.33	51.02
Police Officer	140PFE	41.18	43.44	45.85	48.33	51.02

SECTION 10: That that portion of Sub-sections D of Section 3 of Resolution No. 8244, adopted June 20, 2023, as amended, be further amended by deleting the specified benefits on pages 30 thru 35, and replacing them with the following benefits for the San Fernando Police Officers’ Association (SFPOA) bargaining unit employees, effective the first full pay period that includes January 1, 2024:

(1) **SALARY**

- A. Effective on the first day of the first full pay period that includes January 1, 2024, the Base Salary for each represented unit classification shall be increased by four percent (4%).

If applicable, benefits that are a percentage of Base Salary will be applied to the employee’s base salary only. If an employee is entitled to multiple percentage-based benefits, each benefit will be calculated against base salary independently (i.e., benefits will not be compounded).

(2) LONGEVITY PAY

The City shall pay longevity to all eligible unit employees as follows:

- A. Upon completion of the fifth year of continuous service as a sworn employee with the City, an additional five percent (5%) over and above the Base Salary step for each employee in this category.
- B. Upon completion of the tenth year of continuous service as a sworn employee with the City, a total of seven and one-half percent (7.5%) over and above the Base Salary step for each employee in this category.
- C. Upon completion of the fifteenth year of continuous service as a sworn employee with the City, a total of ten percent (10%) over and above the Base Salary step for each employee in this category.

(3) BILINGUAL PAY

The City shall provide Bilingual Pay of \$46.15 per pay period to employees that satisfy the following conditions:

- A. Employee has satisfactorily demonstrated to the City his/her fluency in the Spanish language, based on written and/or oral testing procedures as selected by the City; and
- B. Employee is required in the normal course of his/her duties to communicate in Spanish with members of the public, as determined by the Department Head and approved in writing by the City Manager.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable and pensionable compensation pursuant to C.C.R. §571(a)(4) and C.C.R. §571.1(b)(3), Bilingual Premium.

(4) FIELD TRAINING OFFICER

The City shall provide special assignment pay to any sworn employee whom the Department designates as a Field Training Officer (FTO) in the amount of six percent (6%) above his or her Base Salary.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable and pensionable compensation pursuant to C.C.R. §571(a)(4) and C.C.R. §571.1(b)(3), Training Premium.

(5) MOTOR OFFICER

The City shall provide special assignment pay to any sworn employee who works as a Motor Officer in the amount of six percent (6%) above that employee's Base Salary.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable and pensionable compensation pursuant to C.C.R. §571(a)(4) and C.C.R. §571.1(b)(3), Motorcycle Patrol Premium.

(6) CANINE OFFICER

Employees who are assigned to canine officer detail are entitled to compensation for the off-duty hours spent caring for, cleaning, grooming, feeding and training their canine and maintaining (including cleaning) their canine vehicle/unit. The City and the Association acknowledge that the Fair Labor Standards Act, which governs the entitlement to compensation for canine duties, entitles the parties to agree to the approximate number of hours per month spent for the performance of canine duties. The Fair Labor Standards Act also allows the City and the Association to agree on appropriate compensation for the performance of canine duties. It is the intent of the City and the Association through the provisions of this article to fully comply with the requirements of the Fair Labor Standards Act. In addition, the City and the Association believe that the following canine pay provision does comply with the requirements of the Fair Labor Standards Act.

The City shall provide special assignment pay to any sworn employee assigned to canine duty in the amount of six percent (6%) above his or her Base Salary. In addition, the City shall pay each canine officer 2 hours of premium overtime compensation each week. This amount recognizes that the time spent off duty to care for, clean, feed, groom and train his or her assigned dog and the maintenance (including cleaning) of his or her assigned vehicle/unit shall be considered hours worked. The City and the Association have analyzed this issue and it has been determined that unit members spend, on average, 20 hours per month performing such work off-duty and that the compensation set forth above is adequate.

To the extent permitted by law, the six percent (6%) special assignment pay shall be reported to CalPERS as compensation earnable and pensionable compensation pursuant to C.C.R. §571(a)(4) and C.C.R. §571.1(b)(3), Canine Officer/Animal Premium.

(7) DETECTIVES

The City shall provide special assignment pay to any sworn employee who works as a Detective in the amount of six percent (6%) above that employee's base salary.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable and pensionable compensation pursuant to C.C.R. §571(a)(4) and C.C.R. §571.1(b)(3), Detective Division Premium.

(8) SCHOOL RESOURCE OFFICER

The City shall provide special assignment pay to any sworn employee who works as a School Resource Officer in the amount of six percent (6%) above that employee's base salary.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable and pensionable compensation pursuant to CCR §571(a)(4) and C.C.R. §571.1(b)(3), D.A.R.E. Premium.

(9) POST CERTIFICATE AND EDUCATIONAL INCENTIVE PAYS

To receive Post Certificate and/or Educational Incentive Pay, employees must present certificates or degrees to the City's Personnel Office for verification and payroll

processing. The employee shall be paid effective from the date the certificate or degree was officially received by the Personnel Office. Transcripts shall not be accepted in lieu of eligible certificates or degrees.

The City shall provide Post Certificate/Educational Incentive Pay as follows:

- A. Employees with an Intermediate POST certificate will receive an additional four percent (4%) above their base salary.
- B. Employees with an Advanced POST certificate and/or a Bachelor of Arts or Bachelor of Science (BA/BS) Degree will receive an additional four percent (4%) above their base salary.
- C. Employees with a Supervisory POST certificate and/or a Master of Arts or Master of Science (MA/MS) Degree will receive an additional two and one-half percent (2.5%) above their base salary.

Employees that were receiving compensation for possession of an Associate Degree as of January 1, 2012 are “grandfathered” and will continue to receive compensation in an amount equal to the Intermediate POST compensation. Otherwise, the City does not provide additional compensation for an Associate Degree.

An employee who possesses more than one of the degrees or certificates above shall receive the pay for each degree or certificate possessed. (Example: An employee with a Bachelor’s degree and an Intermediate POST certificate would receive four percent (4%) for the Bachelor’s degree and four percent (4%) for the Intermediate POST certificate, for a total of eight percent (8%) above their Base Salary. If the employee also had a Master’s degree the employee would receive an additional two and one-half percent, for a total of ten and one-half percent (10.5%) above his or her Base Salary.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable and pensionable compensation pursuant to 2 C.C.R. §571(a)(2) and 2 C.C.R. §571.1(b)(2), Educational Incentive or POST Incentive, as applicable.

(10) RETIREE HEALTH SAVINGS

Effective January 1, 2024, the City shall increase the Retiree Health Savings contribution for eligible employees from \$150 per month to \$150 per pay period.

(11) SHORT-TERM/LONG-TERM DISABILITY (STD/LTD)

Effective January 1, 2024, the City shall remove unit members from the City’s STD/LTD insurance, and transmit \$80 per unit member to the SFPOA to provide STD/LTD insurance to their respective members.

(12) FLEXIBLE SPENDING ACCOUNT

Effective January 1, 2024, the City shall establish a Flexible Spending Account (FSA) program, which will be funded solely by employees who voluntarily choose to participate and contribute.

(13) UNIFORM ALLOWANCE

The City shall provide employees a uniform allowance of \$36.92 each pay period (\$960 per year). In addition, beginning in 2025, the City shall provide each unit employee with one all-weather jacket once every five years.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable for all "Classic" members pursuant to C.C.R. §571(a)(5), Uniform Allowance.

(14) OVERTIME

Employees shall receive one and one-half (1.5) times their Regular Rate of Pay for all hours worked in excess of their regularly scheduled hours. In the event an employee takes sick leave on a regularly scheduled workday, and works beyond his/her regularly scheduled hours on that day, then the employee shall receive straight time compensation for the work beyond their regular schedule up to the duration of the sick leave used that day. Thereafter, all time worked beyond their regularly scheduled hours shall be compensated at one and one-half (1.5) times their Regular Rate of Pay. Employees may elect to be paid for overtime hours worked or receive compensatory time off, but in no event shall their compensatory time banks exceed one hundred (100) hours.

Employees who work a 3/12 - 4/12 schedule shall receive one and one-half (1.5) times their Regular Rate of Pay for hours 80.01 through 84 of each bi-weekly pay period, even though they are part of their regularly scheduled hours.

(15) COMPENSATORY TIME OFF

Employees are permitted to accrue up to one hundred (100) hours of compensatory time off at any given time. Compensatory time off is accrued at one and one-half (1.5) hours for each hour of overtime worked. An employee will be allowed to use accrued but unused compensatory time off in compliance with the requirements of the Fair Labor Standards Act.

(16) CALL BACK COMPENSATION

Any unit employee called back to work other than as a continuation (immediately preceding or following) of his/her regular established work schedule, shall be paid call back compensation as follows:

- A. When the employee is required to physically reports for duty, the employee shall receive one and one-half (1.5) times the Regular Rate of Pay for the actual time worked, with a minimum of three (3) hours.
- B. When the employee is required to performs work by phone or computer, the employee shall receive one and one half (1.5) times the Regular Rate of Pay for the actual time worked, with a minimum of one (1) hour. Telephone calls under 15 minutes per day shall be deemed *de minimus* and receive no compensation.

(17) ON-CALL/STAND-BY FOR COURT

Employees who, during their off-duty hours, are scheduled to appear in court on behalf of the City shall be paid at one and one-half (1.5) times their Regular Rate of Pay for two (2) hours for the morning session and two (2) hours for the afternoon session.

If an employee is placed on-call for court and is subsequently called to testify during that same court session, the employee shall be paid for the combined duration of the actual time spent on-call and the actual time spent in the court appearance, at time and one-half (1.5) times his/her Regular Rate of Pay, with a minimum of two (2) hours.

(18) COURT APPEARANCE PAY

Any employee required to appear in court on behalf of the City during off-duty hours, shall be paid at one and one-half (1.5) times his/her Regular Rate of Pay for the duration of the court appearance, with a minimum of two (2) hours.

(19) ACTING OUT OF CLASS

Any employee appointed by the Police Chief, with City Manager approval, to act in a higher classification, due to a vacancy or prolonged absence in that higher classification, and serving continuously in said classification for at least fifteen (15) continuous working days shall receive the pay established for said higher classification, at whichever step provides the employee with a minimum increase in compensation of five percent (5%), but in no event higher than the top step, during the acting period, retroactive to the first day of said assignment.

The City shall not assign an employee to an acting out-of-class assignment for more than 960 hours per fiscal year.

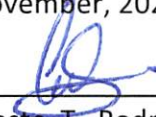
(20) OTHER BENEFITS

For other benefits such as pre-employment contract, holiday leave, medical, dental, vision insurance, and retirement that apply to Schedule P, please refer to their MOU (Contract No. 2210).

SECTION 11: Except as amended herein, all other provisions of Resolution No. 8244, adopted June 20, 2023, remains unchanged and in full force and effect.

SECTION 12: The City Clerk shall certify to the adoption of this Resolution and shall cause this Resolution and her certification to be filed in the office of the City Clerk.

PASSED, APPROVED, AND ADOPTED this 28th day of November, 2023.



Celeste T. Rodriguez, Mayor of the
City of San Fernando, California

ATTEST:



Julia Fritz, City Clerk

CERTIFICATION

I, City Clerk of the City of San Fernando, California, do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. 8271, which was regularly introduced and adopted by the City Council of the City of San Fernando, California, at a regular meeting thereof held on the 28th day of November, 2023, by the following vote of the City Council:

AYES: Fajardo, Mendoza, Rodriguez - 3

NAYS: None

ABSENT: Solorio - 1

ABSTAINED: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of San Fernando, California, this 4th day of December, 2023.



Julia Fritz, City Clerk