

Members of the public may address the City Council on any item shown on the agenda or matter of the Council's authority after completion of "Request to Address the Council Form" available in the lobby of the Council Chambers. This form must be completed 15 minutes prior to the scheduled meeting time. Pursuant to Section 54957.5 of the California Government Code, Any writings (Except for those writings which are exempt from disclosure) which are distributed to all or a majority of the members of the City Council are available for public inspection in the lobby of the City Council Chambers and in the office of the City Clerk during regular business hours.

**COMPTON CITY COUNCIL
AGENDA
04/26/2022
5:30 PM**

**Closed Session 4:30 P.M.
Public Meeting 5:30 P.M.**

**CITY COUNCIL CHAMBERS
205 SOUTH WILLOWBROOK AVENUE
COMPTON, CALIFORNIA 90220**

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENTS ON CLOSED SESSION AGENDA ITEMS

(Persons wishing to address the City Council on the Closed Session items may do so at this time. Comments are limited to one (1) minute per speaker and shall be limited to Closed Session agenda items)

CLOSED SESSION – 4:30 p.m.

CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION

Michael Fletcher, et al. v. City of Compton, LASC Case No. BC670866

Kenneth Fountain, et al. v. City of Compton, LASC Case No. 20STCV11902

Daniel Salazar, et al. v. City of Compton, USDC - Central District, Case No.

2:21cv0603PA(PVCx)

Pursuant to Government Code Section 54856.9(a)

RECESS TO CLOSED SESSION

HEARING

5:40 P.M. - PUBLIC HEARING - TO RECEIVE COMMENTS ON THE PROPOSED CHANGES TO THE ANNUAL ACTION PLAN

OPENING

PUBLIC MEETING – 5:30 P.M.

REPORT ON CLOSED SESSION ACTION(S)

PUBLIC COMMENTS ON AGENDA ITEMS AND NON-AGENDA MATTERS

CONSENT AGENDA

Consent items are routine and expected to be non-controversial. They will be acted upon by the Council at one time without discussion unless a Council Member requests an item be removed or discussed.

CITY MANAGER

1. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING A REWARD FOR INFORMATION LEADING TO THE IDENTIFICATION, APPREHENSION AND CONVICTION OF ANY PERSON OR PERSONS RESPONSIBLE FOR THE SHOOTING OF RICARDO TRUJILLO RAMIREZ ON SEPTEMBER 24, 2021 (\$10,000.00)

HUMAN RESOURCES

2. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON APPROVING AN AMENDMENT TO THE POSITION CLASSIFICATION PLAN BY ADOPTING AMENDED CLASSIFICATION SPECIFICATIONS FOR ACCOUNTING SUPERVISOR
3. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON APPROVING AN AMENDMENT TO THE POSITION CLASSIFICATION PLAN BY ADOPTING AMENDED CLASSIFICATION SPECIFICATIONS FOR DEPUTY CITY CLERK, FIRE PROTECTION SPECIALIST I AND FIRE PROTECTION II

REGULAR AGENDA

REPORTS OF OFFICERS, BOARDS, COMMISSIONS AND COMMITTEES AND CITY COUNCIL

4. APPOINTMENT(S) OF OFFICERS, COUNCIL MEMBERS,
BOARDS/COMMISSIONS AND COMMITTEES

PERSONNEL BOARD

CITY MANAGER'S REPORT

5. POWER POINT PRESENTATION - CLEAN POWER ALLIANCE
6. A REQUEST FOR A FEE WAIVER FOR THE REPAST FOR MRS. EMILY HART-HOLIFIELD ON MAY 28, 2022 AT THE DOLLARHIDE COMMUNITY CENTER
7. REQUEST TO AUTHORIZE TRAVEL - CALIFORNIA CONTRACT CITIES ASSOCIATION 2022 ANNUAL MUNICIPAL SEMINAR, INDIAN WELLS, CALIFORNIA (May 12-15, 2022) Approximately \$1,612.50 per person) (ACTION ITEM)
8. REQUEST TO AUTHORIZE TRAVEL - INTERNATIONAL COUNCIL OF SHOPPING CENTERS, INC. DBA ICSC 2022, LAS VEGAS, NEVADA - May 22-24, 2022 (Approximately \$2,833.24 per person) - ACTION ITEM
9. REQUEST TO AUTHORIZE TRAVEL - UNITED STATES CONFERENCE OF MAYORS 90TH ANNUAL MEETING, RENO, NEVADA - June 3-6, 2022) Approximately \$2,461.50 per person) - ACTION ITEM

UNFINISHED BUSINESS

10. AN ORDINANCE OF THE CITY OF COUNCIL OF THE CITY OF COMPTON AMENDING SECTION 7-27 OF THE COMPTON MUNICIPAL CODE RELATING TO PROHIBITING SPECTATORS AT ILLEGAL SPEED CONTESTS, EXHIBITIONS OF SPEED, STREET RACES, STREET TAKEOVERS, SIDESHOWS, MOTORCYCLES STUNTING AND RECKLESS DRIVING EXHIBITIONS (SECOND READING)

NEW BUSINESS

11. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON APPROVING FIRST QUARTER BUDGET AMENDMENT TO THE 2021-2022 FISCAL YEAR BUDGET, TRANSFERRING FUNDS BETWEEN VARIOUS ACCOUNTS, AND AMENDING THE EXISITING PERSONNEL SUMMARY

12. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ENTER INTO A GENERAL SERVICES AGREEMENT (GSA) WITH THE COUNTY OF LOS ANGELES FOR AN ADDITIONAL FIVE YEARS FROM FISCAL YEAR 2022-2027 FOR VARIOUS PUBLIC WORKS RELATED SERVICES

COUNCIL COMMENTS

ADJOURNMENT

NEXT REGULAR MEETING: 5/3/2022 @ 5:30 PM

Visit our website at <http://www.comptoncity.org>

April 26, 2022

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

FROM: CITY MANAGER

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING A REWARD FOR INFORMATION LEADING TO THE IDENTIFICATION, APPREHENSION AND CONVICTION OF ANY PERSON OR PERSONS RESPONSIBLE FOR THE SHOOTING OF RICARDO TRUJILLO RAMIREZ ON SEPTEMBER 24, 2021 (\$10,000.00)

SUMMARY

The City Council will consider adopting a Resolution authorizing a reward in the amount of Ten Thousand Dollars (\$10,000.00) for information leading to the identification, apprehension and conviction of any person or persons responsible for the shooting of Ricardo Trujillo Ramirez on September 24, 2021.

BACKGROUND

California Government Code Section 53069.5 authorizes a local agency to offer and pay a reward, in an amount to be determined by the local agency, for information leading to the determination of the identity of, and the apprehension of, any person whose willful misconduct results in the injury or death to any person or who willfully damages or destroys any property.

On September 18, 2007, the City Council of the City of Compton adopted Ordinance No. 2,165 (now codified as Chapter VII, Section 7-18 of the Compton Municipal Code) authorizing the offering of a reward for information leading to the determination of the identity, apprehension and conviction of any person whose willful misconduct results in the injury or death to any person or who willfully damages or destroys any property.

STATEMENT OF ISSUE

On Friday, September 24, 2021, Ricardo Trujillo Ramirez, 16, was leaving a party with his friends around 11:50 PM near the 1900 block of Pine Street when they were confronted by another group and a fight broke out according to the Los Angeles County Sheriff's Department. At some point, one of the suspects shot Ricardo in the upper torso.

The Los Angeles County Sheriff Department ("LASD") Detectives is seeking the public's assistance and are asking anyone with information to contact the Sheriff's Department Homicide Bureau at (323) 890-5500. Those who wish to remain anonymous can call Crime Stoppers at (800) 222-8477 or text "TIPLA" plus your tip to 274637.

Identifying, catching and prosecuting those individuals who are responsible for the shooting of Ricardo Trujillo Ramirez is of the highest priority for the City. It is believed that there are witnesses to this tragic incident and the offering of a reward may often encourage the public's cooperation to provide valuable assistance to the City and its law enforcement agency to apprehend those responsible for committing such terrible acts of violence. Supervisor Holy Mitchell has granted a \$10,000 reward and Mayor Sharif and the City Council would like to offer an additional \$10,000.

FISCAL IMPACT

The fiscal impact of the reward will not exceed Ten Thousand Dollars (\$10,000.00). The funds for the reward offer is allocated in the Fiscal Year 2021-2022 Budget in account number 1001-510-000-4249.

RECOMMENDATION

Staff recommends that the City Council adopt the attached Resolution.

**THOMAS THOMAS
CITY MANAGER**

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING A REWARD FOR INFORMATION LEADING TO THE IDENTIFICATION, APPREHENSION AND CONVICTION OF ANY PERSON OR PERSONS RESPONSIBLE FOR THE SHOOTING OF RICARDO TRAJUILLO RAMIREZ ON SEPTEMBER 24, 2021 (\$10,000.00)

WHEREAS, California Government Code Section 53069.5 authorizes a local agency to offer and pay a reward, in an amount to be determined by the local agency, for information leading to the determination of the identity of, and the apprehension of, any person whose willful misconduct results in the injury or death to any person or who willfully damages or destroys any property; and

WHEREAS, on September 18, 2007, the City Council of the City of Compton adopted Ordinance No. 2,165 (codified at Section 7-18 *et. seq.* of the Compton Municipal Code) authorizing the offering of a reward for information leading to the determination of the identity of, and the apprehension of and/or conviction of any person whose willful misconduct results in the injury or death to any person, or whose willful misconduct results in damage or destruction of property; and

WHEREAS, on Friday, September 24, 2021, Ricardo Trujillo Ramirez, 16, was leaving a party with his friends around 11:50 PM near the 1900 block of Pine Street when they were confronted by another group and a fight broke out according to the Los Angeles County Sheriff's Department. At some point, one of the suspects shot Ricardo in the upper torso; and

WHEREAS, the Los Angeles County Sheriff Department ("LASD") Detectives is seeking the public's assistance and are asking anyone with information to contact the Sheriff's Department Homicide Bureau at (323) 890-5500. Those who wish to remain anonymous can call Crime Stoppers at (800) 222-8477 or text "TIPLA" plus your tip to 274637, and

WHEREAS, it is believed that the offering of a reward may often encourage the public's cooperation to provide valuable assistance to the City and its law enforcement agency to apprehend those responsible for committing such terrible acts of violence., and

WHEREAS, Supervisor Holly Mitchell has granted a \$10,000 reward and Mayor Sharif and the City Council would like to offer an additional \$10,000 reward for information leading to the identification, apprehension and conviction of any person or persons responsible for the shooting of Ricardo Trajuillo Ramirez.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMPTON DOES HEREBY RESOLVE:

SECTION 1. That the City of Compton hereby authorizes the offering of a reward in the amount of Ten Thousand Dollars (\$10,000.00) for information leading to the identification, apprehension and conviction of any person or persons responsible for the death of Ricardo Trujillo Ramirez.

SECTION 2. That the funds for this reward are available in the Fiscal Year 2021-2022 Budget in Account No. 1001-510-000-4249 (Special Department Expense).

SECTION 3. That private donations may be added to City funds to increase the size of this reward offer.

SECTION 4. That any claim for this reward shall follow the procedures set forth in Chapter VII, Section 7-18 *et. seq.* of the Compton Municipal Code.

SECTION 5. That certified copies of this Resolution shall be filed in the offices of the City Manager, City Controller, City Attorney, City Clerk and the Los Angeles County

Sheriff's Department-Compton Station.

SECTION 6. That the Mayor shall sign and the City Clerk shall attest to the adoption of this Resolution.

ADOPTED this _____ day of _____, 2022.

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss
CITY OF COMPTON)

I, Alita Godwin, City Clerk of the City of Compton hereby certify that the foregoing Resolution was adopted by the City Council of the City of Compton, signed by the Mayor and attested by the City Clerk at a regular meeting thereof held on this _____ day of _____, 2022.

That said Resolution was adopted by the following vote, to wit:

AYES: COUNCIL MEMBERS-
NOES: COUNCIL MEMBERS-
ABSTAIN: COUNCIL MEMBERS-
ABSENT: COUNCIL MEMBERS-

CITY CLERK OF THE CITY OF COMPTON

April 26, 2022

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: CITY MANAGER

**SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON
APPROVING AN AMENDMENT TO THE POSITION CLASSIFICATION
PLAN BY ADOPTING AMENDED CLASSIFICATION SPECIFICATIONS
FOR ACCOUNTING SUPERVISOR**

SUMMARY

The City Council will consider a resolution amending the Position Classification Plan to amend the position of Accounting Supervisor.

BACKGROUND

The City Manager authorized a review of the City's current Position Classification Plan to amend the position of Accounting Supervisor.

The City and representative(s) of the applicable employee bargaining union, AFSCME 2325, conferred and agreed to amend the Position Classification Plan to include the amended classifications.

After conducting a properly noticed public hearing pursuant to the provisions of Sections 1010 and 1103 of the Compton City Charter on February 17, 2022, the Personnel Board approved amendment to the classification plan to include the amended classification specifications for Accounting Supervisor and recommend approval and adoption thereof to the City Council on February 17, 2022.

STATEMENT OF ISSUE

After review, staff has determined that in order to better classify the position according to authority, duties and responsibilities and to meet the current departmental needs it is necessary to amend the Classification Plan by amending the Accounting Supervisor classification. The revision will update the existing Classification Plan.

FISCAL IMPACT

The salary for the above new classifications is included in the City's 2021-2022 adopted Fiscal Year's budget; therefore, no anticipated fiscal impact will result from approving the requested action. The salary schedule agreed upon with the union is schedule number 164.

RECOMMENDATION

It is recommended that the proposed resolution be adopted by the City Council.

THOMAS THOMAS
CITY MANAGER

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON
APPROVING AN AMENDMENT TO THE POSITION CLASSIFICATION
PLAN BY ADOPTING AMENDED CLASSIFICATION SPECIFICATIONS
FOR ACCOUNTING SUPERVISOR**

WHEREAS, the City Manager authorized a review of the City's Position Classification Plan to amend the Accounting Supervisor position; and

WHEREAS, the City and representative(s) of the applicable employee bargaining union, AFSCME 2325, conferred and agreed to amend the Position Classification Plan to include the amended classifications; and

WHEREAS, After conducting a properly noticed public hearing pursuant to the provisions of Sections 1010 and 1103 of the Compton City Charter on February 17, 2022, the Personnel Board approved amendment to the classification plan to include the amended classification specifications for Accounting Supervisor and recommend approval and adoption thereof to the City Council on February 17, 2022; and

WHEREAS, after review, staff has determined that in order to better classify the position according to authority, duties and responsibilities and to meet the current departmental needs it is necessary to amend the Classification Plan by amending the classification of Accounting Supervisor; and

WHEREAS, the salary for the above new classification is included in the City's 2021-2022 adopted Fiscal Year budget; therefore, no anticipated fiscal impact will result from approving this resolution.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMPTON DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. That the proposed classification plan include the amended classification specifications for Accounting Supervisor is hereby approved and added to the Position Classification Plan of the City of Compton.

Section 2. The salary for the above classifications are included in the City's 2021-2022 adopted Fiscal Year budget; therefore, no anticipated fiscal impact will result from approving this resolution.

Section 3. That a copy of this Resolution shall be filed in the offices of the City Clerk, City Attorney, Human Resources, City Manager, the City Controller.

Section 4. That the Mayor shall sign and the City Clerk shall attest to the adoption of this Resolution.

ADOPTED this ____ day of _____, 2022.

MAYOR OF THE CITY OF COMPTON

Page 2

CITY CLERK OF THE CITY OF COMPTON

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing Resolution was adopted by the City Council of the City of Compton, signed by the Mayor and attested by the City Clerk at a regular meeting thereof held on this _____ day of _____, 2022.

AYES: COUNCILMEMBERS-
NOES: COUNCILMEMBERS-
ABSTAIN: COUNCILMEMBERS-
ABSENT: COUNCILMEMBERS-

CITY CLERK OF THE CITY OF COMPTON

PERSONNEL BOARD – CITY OF COMPTON
ZOOM MEETING
205 SOUTH WILLOWBROOK AVE., COMPTON, CA 90220
REGULAR MEETING
FEBRUARY 17, 2022
6:00 P.M.

AGENDA

Officers, employees and others desiring to be heard on any of the matters shown on the agenda may address the Personnel Board telephonically by leaving a voicemail at (310) 605-5543 or electronically by emailing your comments to **contactpersonnelboard@comptoncity.org**, by 4:00 p.m., the day of the meeting. If you are an individual with a disability and need a reasonable modification or accommodation pursuant to the American with Disabilities Act (“ADA”) please contact the Human Resources Office at (310) 605-5635 or email **contactpersonnelboard@comptoncity.org** prior to the meeting for assistance.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

NEW BUSINESS

A. Oral and Written Communications, Reports and Requests

A-1. Request to Schedule Personnel Board Workshop. (oral communication)

A-2. Request by the Personnel Board Chair to recommend the City Council Hire a Consultant to evaluate Human Resources. (oral communication)

A-3. Pursuant to Personnel Rule 6.7B, Request to extend the following Eligible lists for an Additional six (6) months (oral communication):

- * Computer Technician – Open Competitive – 1st extension – 8 eligible candidates
- * Parks Maintenance Worker I – Open Competitive – 1st extension – 5 eligible candidates
- * Project Manager – Promotional – 1st extension – 3 eligible candidates
- * Project Manager – Open Competitive – 1st extension – 10 eligible candidates

A-4. Report of Temporary and Exempt Appointments as of February 14, 2022 (receive and file)

A-5. Request to abolish Financial Analyst Eligible List

A-6. Request for Temporary Appointment

- a. Account Clerk I
City Treasurer 2 positions
(1 - Effective 02/21/22)
(1 - Effective 02/28/22)
- b. Facility Maintenance Worker III
Public Works – Street Maintenance
(Effective 02-21-2022)
- c. Traffic and Lighting Foreman
Public Works-Street Maintenance
(Effective 2-21-2022)
- d. Paralegal
City Attorney
(Effective 2-21-22)

B. PUBLIC HEARING – 6:10 PM

The Personnel Board, pursuant to Sections 1010 (c) and 1103 of the Compton City Charter, will hold a public hearing to consider the following proposed amendments to the Classification Plan:

B-1. Deputy City Clerk

(Proposed amendment to Classification)

B-2. Accounting Supervisor

(Proposed amendment to Classification)

B-3. Fire Protection Specialist I

(Proposed amendment to Classification)

B-4. Fire Protection Specialist II

(Proposed amendment to Classification)

C. PUBLIC HEARING – 6:15 PM

The Personnel Board, pursuant to Section 1101 (a) 6 of the Compton City Charter, will hold a public hearing to consider the following request to exempt positions from the Classified Service for a period not to exceed (6) months:

C-1. Human Resources Specialist

Internal Services

(Effective February 20, 2022)

C-2. Parking Control Officer (4 positions)

Community Improvement Services

(1 - Effective February 20, 2022)

(3 - Effective March 7, 2022)

AUDIENCE COMMENTS

PERSONNEL BOARD COMMENTS

CLOSED SESSION

ADJOURNMENT

The next regular meeting of the Personnel Board is scheduled for Thursday, March 17, 2022 at 6:00 p.m. via Zoom.

Posted: February 14, 2022

Pursuant to Section 54957.5 of the California Government Code, any writings (except for those writings, which are exempt from disclosure) which are distributed to all or a majority of the members of the Personnel Board are available for public inspection in the Human Resources Department during regular business hours on February 14, 2022.

REPORT OF TEMPORARY AND EXEMPTED APPOINTMENTS

2/14/2022

DEPARTMENT	CLASSIFICATION	INITIAL REQUEST TEMPORARY		BOARD ACTION	EXEMPTION	BOARD ACTION	OCCUPIED	RECRUITMENT STATUS	Eligible List	
Internal Services	Deputy Director of Human Resources	08/02/21	10/31/21	07/29/21	11/01/21	05/01/22	11/18/21	Y	Not Started	No
City Manager	Senior Administrative Analyst	09/27/21	12/18/21	09/16/21	12/19/21	06/19/22	12/16/21	N	IP	No
City Attorney	Chief Deputy City Attorney	10/14/21	01/11/22	10/13/21	01/12/22	07/12/22	12/23/21	Y	Not Started	No
City Attorney	Deputy City Attorney III	10/25/21	01/22/22	10/13/21	01/23/22	07/12/22	12/16/21	N	IP	No
City Attorney	Paralegal	07/22/21	10/09/21	07/17/21	10/11/21	04/11/22	10/13/21	Y	Not Started	No
Community Improvement	Code Enforcement Officer II	09/21/21	12/18/21	09/16/21	12/20/21	06/20/22	12/23/21	Y	IP	No
Community Improvement	Parking Control Officer	11/22/21	02/19/22	11/18/21				N	Not Started	No
Community Improvement	Parking Control Officer	12/06/21	03/06/22	11/18/21				Y	Not Started	No
Community Improvement	Parking Control Officer	12/06/21	03/06/22	11/18/21				N	Not Started	No
Community Improvement	Parking Control Officer	12/06/21	03/06/22	11/18/21				N	Not Started	No
Internal Services	Human Resources Specialist	11/22/21	02/19/22	11/18/21				Y	IP	No
Public Works- Engineering	Office Assistant III	11/22/21	02/19/22	11/18/21				Y	IP	No
City Attorney	Administrative Analyst II	10/11/21	12/25/21	09/16/21	12/26/21	06/26/22	01/20/22	Y	IP	No
Public Works- Engineering	Senior Civil Engineer	09/21/21	12/18/21	09/16/21	12/19/21	06/19/22	12/26/21	Y	IP	No
Public Works-Street Maint	Custodian	11/15/21	12/19/21	09/16/21	12/20/21	06/20/22	12/16/21	Y	IP	No
Public Works-Street Maint	Anti-Graffiti Painter	10/25/21	01/22/22	10/21/21	01/23/22	07/23/22	01/20/22	Y	IP	No
Public Works-Street Maint	Anti-Graffiti Painter	10/25/21	01/22/22	10/21/21	01/23/22	07/23/22	01/20/22	Y	IP	No
Internal Services	Reprographics Operator II	01/21/22	04/23/22	01/20/22				Y	Not Started	No
City Clerk	Office Assistant III	12/20/21	03/19/22	12/16/21				Y	IP	No
City Manager	Budget Officer	01/18/22	04/17/22	01/20/22				Y	IP	No
City Clerk	Deputy City Clerk	01/03/22	04/02/22	12/16/22				Y	Not Started	No

Recruitment Status:

Recruitment Status:

- IP - In Progress
 NS - Not Started
 N/A - Not Applicable
- C - Completed
 EP - Employee Processing (may be a delay in background check, etc.)
 NV - Not vacant (filling in for an employee on leave or in a move-up assignment)

COLUMN DESCRIPTION:

- Classification: Indicate the actual classification title of the budgeted position.
 Department: Indicate the department where the budgeted position is allocated.
 Initial Request: Indicate the effective date and expiration date of the initial request approved by the Personnel Board
 Extension: expiration date of the request to extend a
 Board Action: Indicate the date of the Personnel Board's most recent action.
 Vacant: Indicate (Y) for Yes if the position is occupied in a permanent or temporary

A-5 Pursuant to Personnel Rule 6.7B paragraph 3 - Request to abolish the Financial Analyst Eligible List

The Financial Analyst Eligible List has less than 3 names remaining and the City Controller has requested that the Personnel Board abolish the list.

A-6a

REQUEST FOR TEMPORARY APPOINTMENT 10 FEB '22 PM 4:58Position/Classification Title: Account Clerk IProposed Effective Date of Appointment: 02/21/22Department: City Treasurer

() Initial Request (Reference: Section 1106, City Charter)

(X) Request for exemption of this position was initially approved by

the Personnel Board _____ (Reference: Section 1101(a)6, City Charter)

- 1 How many positions, in the above classification, do you propose to fill by temporary appointment? 2
- 2 Is there a current eligible list on file? () Yes (X) No
- 3 Why do you want to make a temporary appointment? We're requesting to have a temporary appointment while we recruit for the position. 1 position effective 2/21/22, the second position effective 2/28/22. The Account Clerk positions are responsible for providing customer service and cashiering services. The City will not be able to service the citizens if the positions remain vacant during the recruitment process.
- 4 Is/are the position(s) in question, included in the budget for the current fiscal year, and identified as Regular, Full-Time, Classified status? (X) Yes () No
- 5 Is there an official classification, with written specifications, established for this position? (X) Yes () No
- 6 Have you submitted a request for certification, or a request for an examination? () Yes (X) No

Comments: _____

This request is submitted by: Brandon Mims
(Full Name - Type or Print)Title: City Treasurer

Department Manager's Signature: _____

Date: 2/10/2022

NOTED AND REVIEWED BY HUMAN RESOURCES DIRECTOR

NOTED AND APPROVED BY CITY MANAGER

Date: 2/10/22Date: 2/10/22**DISPOSITION OF REQUEST**

This request is placed on the agenda for a meeting, which is scheduled for _____

(Clerk shall transmit a copy of this request to the originator, confirming this action)

The Personnel Board reviewed the request on _____ ACTION: () Approved () Denied

Condition of Approval:

Approval is granted for up to ninety (90) calendar days in a calendar year. Before an approved temporary appointment expires, the appointing authority may request that the Personnel Board extend the appointment by exempting the position from the Classified Service - pursuant to Section 1101(a)6 of the City Charter. Such a request must be submitted for the Board's receipt before the initial appointment expires, or the initial temporary appointment shall be terminated on its expiration date.

Comment: _____

Noted by: _____

Rev 10/5/20

(Signature/Clerk to the Personnel Board)

Date: _____

REQUEST FOR TEMPORARY APPOINTMENTPosition/Classification Title: Facility Maintenance Worker IIIProposed Effective Date of Appointment: 02/21/22Department: Public Works Street Maintenance☒ Initial Request (Reference: Section 1106, City Charter)☐ Request for exemption of this position was initially approved by

the Personnel Board _____ (Reference: Section 1101(a)6, City Charter)

- 1 How many positions, in the above classification, do you propose to fill by temporary appointment? 1
- 2 Is there a current eligible list on file? ☐ Yes ☒ No
- 3 Why do you want to make a temporary appointment? This request is a request for a Temporary Appointment in the Facility Maintenance Worker III position that is vacant because of an employee resignation. This position is critical to the General Services Division because of the high level of technical skills required for facility maintenance.
- 4 Is/are the position(s) in question, included in the budget for the current fiscal year, and identified as Regular, Full-Time, Classified status? ☒ Yes ☐ No
- 5 Is there an official classification, with written specifications, established for this position? ☒ Yes ☐ No
- 6 Have you submitted a request for certification, or a request for an examination? ☒ Yes ☐ No

Comments: _____

This request is submitted by: DAMION D. TIMMONS
(Full Name - Type or Print)

Title: STREET SUPERINTENDENT

Department Manager's Signature: _____

Date: 02/02/22

NOTED AND REVIEWED BY HUMAN RESOURCES DIRECTOR

NOTED AND APPROVED BY CITY MANAGER

Date: 2/2/22Date: 2/2/22**DISPOSITION OF REQUEST**

This request is placed on the agenda for a meeting, which is scheduled for _____

(Clerk shall transmit a copy of this request to the originator, confirming this action)

The Personnel Board reviewed the request on _____ ACTION: ☐ Approved ☐ Denied**Condition of Approval:**

Approval is granted for up to ninety (90) calendar days in a calendar year. Before an approved temporary appointment expires, the appointing authority may request that the Personnel Board extend the appointment by exempting the position from the Classified Service - pursuant to Section 1101(a)6 of the City Charter. Such a request must be submitted for the Board's receipt before the initial appointment expires, or the initial temporary appointment shall be terminated on its expiration date.

Comment: _____

Noted by: _____

Rev 10/5/20

(Signature/Clerk to the Personnel Board)

Date: _____

A-6C

REQUEST FOR EXEMPTIONPosition/Classification Title: Traffic & Lighting ForemanProposed Effective Date of Exemption: 02/21/22Department: PW Street Maintenance

() Initial Request for Exemption (Reference: Section 1101 (a) (6) City Charter)

(X) Request for a temporary appointment, which was initially approved by

the Personnel Board 9/16/2021 with an Effective Date of 9/21/2021
(Reference: Section 1101(a) 6, City Charter)

- 1 How many positions, in the above classification, do you propose to fill by Exemption? 1
- 2 Is there a current eligible list on file? () Yes (X) No
- 3 Why are you requesting an exemption? This position is needed to temporarily fill a vacancy in the position of Traffic and Lighting Foreman which supervises the daily maintenance of traffic signals and street lights citywide.
- 4 Is/are the position(s) in question, included in the budget for the current fiscal year, and identified as Regular, Full-Time, Classified status? (X) Yes () No
- 5 Is there an official classification, with written specifications, established for this position? (X) Yes () No
- 6 Have you submitted a request for certification, or a request for an examination? (X) Yes () No

Comments: _____

This request is submitted by: DAMION TIMMONS
(Full Name - Type or Print)Title: STREET SUPERINTENDENT

Department Manager's Signature: _____

Date: 02/14/22

NOTED AND REVIEWED BY HUMAN RESOURCES DIRECTOR

NOTED AND APPROVED BY CITY MANAGER

Date: 2/14/22Date: 2/14/22**DISPOSITION OF REQUEST**

This request is placed on the agenda for a meeting, which is scheduled for _____

(Clerk shall transmit a copy of this request to the originator, confirming this action)

The Personnel Board reviewed the request on _____ ACTION: () Approved () Denied

Condition of Approval:

Approval is granted for up to six (6) months in any calendar year.

Comment: _____

Noted by: _____

(Signature/Clerk to the Personnel Board)

Date: _____

A. 6-d

REQUEST FOR TEMPORARY APPOINTMENTPosition/Classification Title: ParalegalProposed Effective Date of Appointment: 02/21/22Department: City Attorney☒ Initial Request (Reference: Section 1106, City Charter)☐ Request for exemption of this position was initially approved by
the Personnel Board _____ (Reference: Section 1101(a)6, City Charter)

- 1 How many positions, in the above classification, do you propose to fill by temporary appointment? 1
- 2 Is there a current eligible list on file? ☐ Yes ☒ No
- 3 Why do you want to make a temporary appointment? The City Attorney's Office has 5 budgeted Attorneys including the City Attorney, staff support is needed with legal research, filings and investigations.
- Regular, Full-Time, Classified status? Yes
- 4 Is/are the position(s) in question, included in the budget for the current fiscal year, and identified as Regular, Full-Time, Classified status? ☒ Yes ☐ No
- 5 Is there an official classification, with written specifications, established for this position? ☒ Yes ☐ No
- 6 Have you submitted a request for certification, or a request for an examination? ☐ Yes ☒ No

Comments: _____

This request is submitted by: Eric J. Perrodin
(Full Name - Type or Print)Title: City AttorneyDepartment Manager's Signature: [Signature]Date: 2/14/22

NOTED AND REVIEWED BY HUMAN RESOURCES DIRECTOR

NOTED AND APPROVED BY CITY MANAGER

Date: 2/14/22

Date: _____

DISPOSITION OF REQUEST

This request is placed on the agenda for a meeting, which is scheduled for _____

(Clerk shall transmit a copy of this request to the originator, confirming this action)

The Personnel Board reviewed the request on _____ ACTION: ☐ Approved ☐ Denied**Condition of Approval:**

Approval is granted for up to ninety (90) calendar days in a calendar year. Before an approved temporary appointment expires, the appointing authority may request that the Personnel Board extend the appointment by exempting the position from the Classified Service - pursuant to Section 1101(a)6 of the City Charter. Such a request must be submitted for the Board's receipt before the initial appointment expires, or the initial temporary appointment shall be terminated on its expiration date.

Comment: _____

Noted by: _____

Rev 10/5/20

(Signature/Clerk to the Personnel Board)

Date: _____

PLEASE POST

PLEASE POST

B1-4

NOTICE OF PUBLIC HEARINGS

Notice is hereby given that the Personnel Board of the City of Compton, in accordance with the provisions of Sections 1010 (c) and 1103 of the Compton City Charter, will hold public hearings on Thursday, February 17, 2022 at 6:10 p.m. via Zoom, relative to the proposed amendments to the Classification Plans:

B-1 Deputy City Clerk
(Proposed amendment to Classification)

B-2 Accounting Supervisor
(Proposed amendment to Classification)

B-3 Fire Protection Specialist I
(Proposed amendment to Classification)

B-4 Fire Protection Specialist II
(Proposed amendment to Classification)

Officers, employees affected and others interested and desiring to be heard on these matters shall be given an opportunity to do so, telephonically by leaving a voicemail at (310) 605-5543, or electronically by emailing your comments to contactpersonnelboard@comptoncity.org by 4:00 p.m., the day of the meeting. If you are an individual with a disability and need a reasonable modification or accommodation pursuant to the American with Disabilities Act (ADA), please contact the Human Resources Office at (310) 605-5635 at the time and place mentioned above.

The proposed classification specifications may be reviewed in the City's Human Resources Department.

CITY OF COMPTON



Alita Alita Godwin
City Clerk

Posted: 2/07/2022

B-1-4

Public Hearing – Proposed Amendments to the Classification Plan

The City Management met with the AFSCME 2325 Labor Organization and agreed to the proposed amendments for:

Deputy City Clerk

Accounting Supervisor

Fire Protection Specialist I

Fire Protection Specialist II

CURRENTCITY OF COMPTON**DEPUTY CITY CLERK**DEFINITION

Under direction, to perform clerical and secretarial work involved in assisting the City Clerk in the conduct of office details; to assume duties of the City Clerk or Chief Deputy City Clerk during their absence; and to do other work as required.

TYPICAL TASKS

Assist in keeping records of all proceedings of the City Council, and maintain an index to same; keeping records of all city ordinances and resolutions with an index to same; taking and transcribing dictation; writing letters either independently or in accordance with oral or written directions; maintaining a city stores record for office supplies; interviewing and securing information for callers; giving out information over the telephone; maintaining mailing lists; assembling information and preparing reports; filing and indexing records; occasionally accepting and receipting for monies; occasionally supervising the work of others; and taking and writing minutes of meetings.

Minimum QUALIFICATIONS

Education and Experience: Equivalent to graduation from high school, supplemented by completion of courses in secretarial science, business administration or office management and three years of experience in progressively responsible stenographic and office clerical work - OR -

State certification as a Court Shorthand Reporter can be substituted for the required experience - OR -

Satisfactory completion of a court reporting curriculum at an accredited college or trade school may be substituted for up to two years of the required experience.

Knowledge's and Abilities: General knowledge of modern office methods and equipment; aptitude for and the ability to perform stenographic and clerical work of average difficulty, including ability to spell correctly, to use good English, and to make arithmetical computations; ability to use common office machines; ability to type at a speed of not less than 50 words a minute from clear, legible copy; ability to take dictation

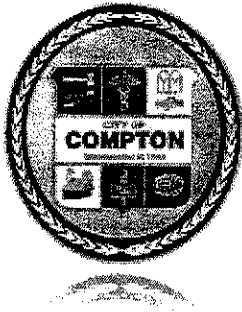
CURRENT

at a speed of not less than 110 net words per minute, and transcribe it accurately; ability to deal tactfully and courteously with the public; ability to follow oral and written directions; ability to meet physical and health status requirements necessary for performance in this classification of work as outlined in the City's Medical Standards for applicants and employees.

License: Possession of a valid California operator's license issued by the State Department of Motor Vehicles.

Revised: Personnel Board - March 15, 1990

Resolution- #16,177



City of Compton

DEPUTY CITY CLERK

Department: Office of the City Clerk	Class Code:	1401
Revised Date: February 2022	FLSA Status:	Non-Exempt
Personnel Board Approved:	Bargaining Unit: AFSCME 2325	
Council Approved:		

GENERAL PURPOSE: Under the general direction of the City Clerk, perform clerical and secretarial work involved in assisting the City Clerk in the conduct of office details; ~~to~~ may assume duties of the City Clerk ~~or~~ and Chief Deputy City Clerk during their absence; and to do other work as required.

SUPERVISION RECEIVED/EXERCISED: Works under the general direction of the Chief Deputy City Clerk, and may exercise supervision over subordinate clerical support personnel.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Assist in keeping records of all proceedings of the City Council, and maintain an index to same.
- Keeping records of all City ordinances and resolutions with an index to same.
- Assists with the technical preparation, recordation and transcribing of proceedings of official meetings and public hearings of the City Council, and other Boards; attends meetings and assures completion of required follow-up on meeting action items.
- Writing letters either independently or in accordance with oral or written directions.
- Maintaining a city stores record for office supplies.
- Provide information over the telephone.
- Maintain mailing lists.
- Reviews and processes public records requests and special permits.
- Filing and indexing records; occasionally accepting and receipting for monies.
- May occasionally supervise the work of others.
- Collects, compiles and analyzes data and information, and prepares and presents reports.
- Taking and writing minutes of meetings.
- Performs other duties as assigned or required.

JOB DESCRIPTION
Deputy City Clerk

B-1

PRIMARY DUTIES AND RESPONSIBILITIES (Continued):

MINIMUM QUALIFICATIONS:

Education and Experience: Equivalent to graduation from high school, supplemented by completion of courses in secretarial science, business administration or office management and three years of experience in progressively responsible stenographic and office clerical work **OR Equivalent to graduation from high school and three years' work experience in a City Clerk's Office. Or Equivalent to graduation from high school and five years clerical or administrative work experience with a municipality.**

Required Licenses or Certifications:

- Must possess a valid California Class C Driver's License.

Required Knowledge of:

- City organization, operations, policies and procedures.
- State and Federal laws, statutes, regulations, rules and codes regulating City government including the Brown Act, Public Records Act and Political Reform Act.
- Principles and practices of public sector records retention, record keeping and records management.
- City Charter, ordinances, codes, policies, resolutions, and agreements including Memoranda of Understanding.
- Principles, techniques, and objectives of public information programs.
- Legal, ethical and professional rules of conduct for public sector employees and elected officials.

Required Skill in:

- Establishing and maintaining effective working relationships with staff, City departments, elected officials, outside agencies, community groups, local businesses, and the general public.
- Understanding and applying statutory standards and procedures, applicable State and Federal rules and regulations, and parliamentary procedures governing public meetings.
- Following oral and written directions.
- Aptitude for and the ability to perform clerical work of average difficulty.
- Make arithmetical computations.
- Operating a personal computer utilizing standard and specialized software, including Microsoft Word and Excel, knowledge of Windows operating system.
- Establishing and maintaining effective working relationships with co-workers and the public.
- Supervising, leading, and delegating tasks and authority.
- Effective verbal and written communication.

Physical Demands / Work Environment:

- Work is primarily performed in a standard office environment.
- Work may involve exposure to wet surfaces, occasional loud noise and dust.



City of Compton

ACCOUNTING SUPERVISOR

Department: City Controller

Class Code:

1043

Revised Date: September 2008

FLSA Status:

Non-Exempt

Personnel Board Approved: 10/01/09

Bargaining Unit:

AFSCME 2325

Council Approved: 07/20/10

Resolution No. 23,161

GENERAL PURPOSE: Under the general direction of the City Controller, plans, organizes and supervises professional and support staff responsible for a variety of complex and difficult accounting work involving the development and maintenance of Citywide accounting systems; performs related work as assigned.

SUPERVISION RECEIVED/EXERCISED: Works under the general direction of the City Controller and/or Deputy City Controller; supervises professional accountants and accounting support personnel.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Supervises assigned departmental operations including accounting, payroll, financial reporting, and/or accounts payable.
- Continuously monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; assesses and monitors work load; identifies opportunities for improvement and directs the implementation of changes.
- Provides technical support and guidance to management personnel and staff regarding financial matters.
- Reviews, compiles, analyzes, creates, and posts journal entries and/or other adjustments to the General Ledger.
- Reviews, reconciles, and prepares a variety of financial reports; produces monthly summary reports and conducts financial analyses for department heads.
- Utilizes computer software financial and spreadsheet programs on personal computer and mainframe platforms.
- Manages special projects as directed; interprets and explains City and state regulations.
- Responds to requests for information; provides information to other supervisors or managers and organizations; researches issues, and recommends solutions.
- Assists with the selection, training, motivation and evaluation of Department personnel, provides or coordinates staff training; works with employees to correct deficiencies; implements discipline and termination procedures.
- Composes, reviews, edits and approves correspondence and periodic reports of departmental activity.
- Performs other duties as assigned or required.

MINIMUM QUALIFICATIONS:

Education and Experience:

Possession of a Bachelor's Degree from an accredited college or university in Accounting, Finance, Business Administration or related field; AND four (4) years municipal government accounting experience including supervisory experience; OR an equivalent combination of education and experience.

Required Licenses or Certifications:

- Must possess a valid California Class C Driver's License.

Required Knowledge of:

- City organization, operations, policies and procedures.
- Principles and practices of accounting and fund accounting.
- Accounting policies, procedures, and standards.
- Rules and regulations governing governmental accounting activities.
- Principles and practices of finance and accounting.
- Regulations and standards governing departmental activities.
- Financial records, reports, and documentation.
- Supervisory principles, practices, and methods.
- Computers and Windows-based software including automated financial systems and software.

Required Skill in:

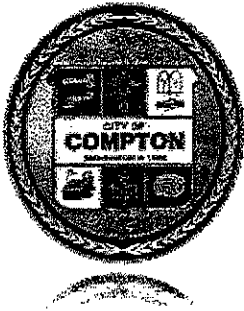
- Establishing and maintaining effective working relationships with staff, City departments, outside agencies, vendors and the general public.
- Managing and coordinating finance and accounting operations.
- Performing and coordinating a variety of professional accounting functions.
- Monitoring and ensuring compliance with accounting regulations, policies, and standards.
- Reconciling general ledgers, bank accounts, and monthly benefits.
- Analyzing data and preparing financial statements and reports.
- Preparing a variety of financial reports, records, and documentation.
- Supervising, leading, coaching, and delegating tasks and authority.
- Communicating effectively verbally and in writing.

Physical Demands / Work Environment:

- Work is primarily performed indoors in a standard office environment.
- Work requires frequent light lifting, sorting, filing, typing and on occasion climbing (up to 4 feet).
- Moderate finger dexterity and near vision is required.
- May be exposed to minor amounts of dust and occasional sounds of office equipment running.

PROPOSED

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City of Compton		
ACCOUNTING SUPERVISOR		
Department: City Controller	Class Code:	1043
Revised Date: February 2022	FLSA Status:	Non-Exempt
Personnel Board Approved:	Bargaining Unit: AFSCME 2325	
Council Approved:		

GENERAL PURPOSE: Under the general direction of the City Controller, plans, organizes and supervises professional and support staff responsible for a variety of complex and difficult accounting work involving the development and maintenance of Citywide accounting systems; performs related work as assigned.

SUPERVISION RECEIVED/EXERCISED: Works under the general direction of the City Controller and/or Deputy City Controller; supervises professional accountants and accounting support personnel.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Supervises assigned departmental operations including accounting, payroll, financial reporting, and/or accounts payable.
- Continuously monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; assesses and monitors work load; identifies opportunities for improvement and directs the implementation of changes.
- Provides technical support and guidance to management personnel and staff regarding financial matters.
- Reviews, approves, compiles, analyzes, creates, and posts journal entries and/or other adjustments to the General Ledger, as well as bank reconciliations, and reconciliations of other general ledger accounts.
- Determines if funds are available and expenditures properly classified.
- Performs accounting and financial research, analysis and reporting.
- Respond to internal and external auditors requests.
- Reviews and prepares accounting work papers, financial statements and various reports for Federal, State, other outside agencies, internal users, and other stakeholders.
- Monitors records of City's fixed assets.
- Assist with implementing emerging accounting and financial reporting standards as needed for ensuring that all City funds are properly accounted.
- Prepares and/or delivers training sessions to various City staff in relation to new or existing financial policies or procedures.
- Assists in the oversight of new financial systems and in the implementation of new financial procedures in terms of proper planning of internal control activities to ensure that all City funds are accounted for, and that proper financial reporting can occur.
- Assists in the development of City financial policies and procedures, including policies and procedures related to emergencies. Recommends improvement when necessary.
- Reviews financial processes for internal control.

City of Compton

PROPOSED**Accounting Supervisor**

- Reviews, reconciles, and prepares a variety of financial reports; produces monthly summary reports and conducts financial analyses for department heads.
- Utilizes computer software financial and spreadsheet programs on personal computer and mainframe platforms.
- Manages special projects as directed; interprets and explains City and state regulations.
- Responds to requests for information; provides information to other supervisors or managers and organizations; researches issues, and recommends solutions.
- Assigning duties and responsibilities, establishing deadlines, appraising performance, coordinating, developing and approving staff training, and addressing complaints and resolving problems for subordinate positions. Assists with the selection, training, motivation and evaluation of Department personnel, provides ~~or coordinates~~ staff training; works with employees to correct deficiencies; implements discipline and termination procedures.
- Composes, reviews, edits and approves correspondence and periodic reports of departmental activity.
- Performs other duties as assigned or required.

MINIMUM QUALIFICATIONS:**Education and Experience:**

Possession of a Bachelor's Degree from an accredited college or university in Accounting, Finance, Business Administration or related field; AND four (4) years municipal government accounting experience including supervisory experience; OR an equivalent combination of education and experience.

Required Licenses or Certifications:

- Must possess a valid California Class C Driver's License.
- C.P.A. (Certified Public Accountant) License is desirable.

Required Knowledge of:

- City organization, operations, policies and procedures.
- Accounting principles and practices to include principles of financial administration, Governmental and Financial Accounting Standards Board (GASB and FASB), budgeting and reporting.
- The flow of financial information from the point of transaction to the financial statements.
- Federal and State grant regulations and guidelines.
- Principles and practices of accounting and fund accounting.
- Accounting policies, procedures, and standards.
- Rules and regulations governing governmental accounting activities.
- Principles and practices of finance and accounting.
- Regulations and standards governing departmental activities.
- Financial records, reports, and documentation.
- Supervisory principles, practices, and methods.
- Computers and Windows-based software including automated financial systems and software.

Accounting Supervisor

Required Skill in:

- Skill in examining, analyzing and verifying financial documents, reports, and compliance with finance related contractual obligations.
- Skill in preparing a variety of financial statements, reports and analyses.
- Skill in communicating clearly and effectively both orally and in writing.
- Problem solving skills.
- Experience in reviewing work of staff.
- Experience in reviewing and approving journal entries and bank reconciliations.
- Experience in interpreting existing and emerging accounting standards to determine applicability.
- Experience in communicating City policies in a courteous and effective manner.
- Experience in proficiently using word processing, spreadsheet, and accounting systems software.
- Experience in providing effective customer service.
- Experience in prioritizing, and managing time effectively and efficiently.
- Establishing and maintaining effective working relationships with staff, City departments, outside agencies, vendors and the general public.
- Managing and coordinating finance and accounting operations.
- Performing and coordinating a variety of professional accounting functions.
- Monitoring and ensuring compliance with accounting regulations, policies, and standards.
- Reconciling general ledgers, bank accounts, and monthly benefits.
- Analyzing data and preparing financial statements and reports.
- Preparing a variety of financial reports, records, and documentation.
- Supervising, leading, coaching, and delegating tasks and authority.
- Communicating effectively verbally and in writing.

Physical Demands / Work Environment:

- Work is primarily performed indoors in a standard office environment.
- Work requires frequent light lifting, sorting, filing, typing and on occasion climbing (up to 4 feet).
- Moderate finger dexterity and near vision is required.
- May be exposed to minor amounts of dust and occasional sounds of office equipment running.

City of Compton**FIRE PROTECTION SPECIALIST I****DEFINITION**

Under general supervision, to perform the full range of fire protection and prevention duties in a training, learning and assisting capacity; to inspect for fire and life hazards; to enforce all applicable codes, regulations and ordinances for the prevention of fire and for the protection of life and property against fire and panic; to participate in the review of plans of new or remodeled structures for compliance with fire safety requirements; to enforce a variety of codes, laws and abatement procedures; and to do related work as required.

EXAMPLES OF DUTIES

In a training, learning and assisting capacity, performs all of the normally assigned duties of a Fire Protection Specialist II; assumes responsibility for a wide variety of fire prevention activities of the department; inspects commercial and industrial buildings, schools and related structures and facilities; participates in the review of building plans for conformance with fire protection laws and regulations and for possible fire hazards; investigates complaints from private citizens and other City departments relating to fire and safety hazards; provides technical advice regarding the installation and maintenance of fire prevention equipment; speaks before school groups and other organizations on fire prevention matters; confers with supervisor regarding overall departmental fire prevention and inspection programs; maintains required records and prepares reports; issues correction notices and citations; prepares publicity on fire safety; may assist in determining the cause and origin of fires and prepares reports of same; may interview fire witnesses and victims; collects and preserves evidence; estimates fire losses; assists in preparing criminal fire cases; processes State Fire Marshal and Department of Social Services fire clearance requests; processes business license applications for fire clearances.

MINIMUM QUALIFICATIONS

Education: completion of college level course work in Fire Science and Fire Prevention is desirable.

Experience: Prior code inspection experience is desirable.

Knowledge of: Basic principles, practices and procedures of modern fire prevention and inspection techniques; general rules and regulations of the fire Department; general operation and capabilities of types of Fire Department apparatus and the ability to apply this knowledge of fire prevention situations; basic local, State and national Safety codes, ordinances and laws relating to fire prevention; building materials and construction and the principles of heat travel and combustion.

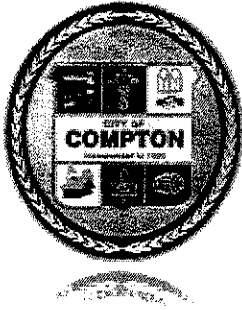
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City of Compton
FIRE PROTECTION SPECIALIST I
Page 2

Ability to: Learn to work without direct supervision and make independent decisions in the field, keeping in mind all applicable codes and established procedures; learn to investigate complaints, make necessary recommendations or corrections, write necessary letters of citations and follow through until the case is closed; interpret, apply and explain a wide variety of codes, ordinances, regulations and policies; work cooperatively with other City and State bureaus in making inspections and assisting them with investigations; establish and maintain cooperative relationships with citizens, schools and all other organizations necessary for successful performance of fire prevention duties; prepare clear, concise reports; learn to assist in investigations, interview witnesses and prepare accurate, clear and concise reports that can be used for prosecution in criminal cases; read and interpret building plans, specifications and blueprints; obtain appropriate Fire Prevention certificates; meet physical and health status requirements for this classification and work category as described in the City's Medical Standards for Applicants and Employees.

License: Possession of an appropriate California driver's license issued by the State Department of Motor Vehicles.

Public Hearing/Personnel Board: 07/07/1988
Council Approved (Res. #15,633: 07/18/1988



City of Compton		
POSITION TITLE : FIRE PROTECTION SPECIALIST I		
Department: FIRE DEPARTMENT	Class Code:	7101
Revised Date: February 14, 2022	FLSA Status:	Non-exempt
Personnel Board Approved:	Bargaining Unit: AFSCME 2325	
Council Approved:		

GENERAL PURPOSE: Under the general supervision of the Fire Chief or His Designee, to perform the full range of fire protection and prevention duties in a training, learning and assisting capacity; to inspect for fire and life hazards; to enforce all applicable codes, regulations and ordinances for the prevention of fire and for the protection of life and property against fire and panic; to participate in the review of plans of new or remodeled structures for compliance with fire safety requirements; to enforce a variety of codes, laws and abatement procedures; and to do related work as required.

SUPERVISION RECEIVED/EXERCISED: Works under the general supervision of the Fire Chief or his designee.

DISTINGUISHING CHARACTERISTICS: :-Under the supervision of the Officer in charge of the Fire Protection Division, is responsible for performing such inspections, plan review, enforces City and Fire Districts weed abatement ordinances; develops and administers public fire safety education programs and public relations programs. Investigates routine complaints of fire/life safety hazards. The Fire Protection Specialist I performs technical and specialized work in the fields of fire and life safety inspection, building code enforcement, hazardous materials disclosure and inspection, fire ground investigation to determine cause an origin of a fire, engineering and code enforcement, and to perform other duties as required. This is an entry level class in the Fire Protection Specialist series. This class is distinguished from the Fire Protection Specialist II by the performance of the more routine tasks and duties assigned to positions within the series. Fire Protection Specialist I coordinates plans and specifications with respect to fire standards and fire protection features, and the performance of field inspections. Assignments are generally limited in scope, contain fairly routine tasks, and are performed within a procedural framework established by higher-level employees. Employees at this level are expected to learn the full scope of duties. As experience is acquired, incumbents perform with less immediate supervision and continue to learn the full scope of the duties and responsibilities. Fire Protection Specialist I, is the entry level classification where emphasis is on learning and gaining experience within a limited, designed framework of procedures, and requires higher level of supervision.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- In a training, learning and assisting capacity, performs all of the normally assigned duties of a Fire Protection Specialist II.
- Assumes responsibility for a wide variety of fire protection activities of the department.
- Inspects commercial and industrial buildings, schools and related structures and facilities.
- Participates in the review of building plans for conformance with protection laws and regulations and for possible fire hazards.
- Investigates complaints from private citizens and other City departments relating to fire and safety hazards
- Provides technical advice regarding the installation and maintenance of fire prevention equipment.

**City of Compton
Fire Protection Specialist I**

B-3

- Speaks before school groups and other organizations on fire prevention matters.
- Confers with supervisor regarding overall departmental fire prevention and inspection programs.
- Maintains required records and prepares reports.
- Issues correction and citations.
- Prepares publicity on fire safety.
- May assist in determining the cause and origin of fires and prepares reports of same; may interview fire witnesses and victims; collects and preserves evidence; estimates fire losses, assist in preparing criminal fire cases.
- Processes State Fire Marshall and Department of Social Services fire clearance request; processes business applications for fire clearances.
- Performs other duties as assigned or required.

MINIMUM QUALIFICATIONS:

Education and Experience:

Must be 18 years of age or older.

Possession of a High School Diploma, GED, or High School Equivalency Certificate.

Completion of college level course work in Fire Science and Fire Prevention is desirable.

Special Requirements:

Must be able to provide proof of USA Citizenship or legal right to work in USA.

Must successfully pass pre-employment examination including drug screen, fingerprinting, and background check.

Required Licenses or Certifications:

- Possession of an appropriate California driver's license issued by the State Department of Motor Vehicles.
- Employee must obtain certificate OSFM Fire Inspector 1A, 1B, 1C, 1D, Fire Investigation 1A, 1B, and 1C.
- Employee must obtain all certificates within 18 months to maintain employment.
- City of Compton will be responsible for cost of classes.

Required Knowledge of:

- Basic principles, practices and procedures of modern fire prevention and inspection techniques.
- General rules and regulations of the Fire Department.
- General operation and capabilities of types of Fire Department apparatus and the ability to apply this knowledge of fire prevention situations.
- Basic local, State and National Safety codes, ordinance and laws relating to fire prevention.
- Building materials and construction and the principles of heat travel and combustions.
- Intermediate skills in Microsoft Word, Excel, and Outlook.

Ability to:

- Learn to work without direct supervision and make independent decisions in the field, keeping in mind all applicable codes and established procedures.
- Learn to investigate complaints, make necessary recommendations or corrections.
- Write necessary letters of citations and follow through until the case is closed.
- Interpret, apply and explain a wide variety of codes, ordinances, regulations and policies.
- Work cooperatively with other City and State bureaus in making inspections and assisting them with investigations.

City of Compton
Fire Protection Specialist I

- Establish and maintain cooperative relationships with citizens, schools and all other organizations necessary for successful performance for fire prevention duties.
- Prepares clear, concise reports, learn to assist in investigations, interview witnesses and prepare accurate, clear and concise reports that can be used for prosecution in criminal cases.
- Read and interpret building plans, specifications and blue prints
- Obtain appropriate Fire Prevention certificates.

Physical Demands / Work Environment:

- Work may be performed outdoors with time spent in moderate to high temperatures (above 90 degrees) with exposure to environmental hazards associated with emergencies ie. exposure to sun over 50% of the time, slippery surfaces contact with oil, electrical shock, exposure to allergy causing agents, .
- Work requires light to moderate lifting (50lbs.), carrying, driving and on occasion climbing (above 12 feet).
- Moderate finger dexterity, hearing, and visual color discrimination and near vision is required.
- Work may involve exposure to wet surfaces, occasional loud noise and dust.
- Possibility of bodily injury
- Occasional work beyond normal work hours
- Use of a Respirator is required
- Moderate to frequent walking, jumping, crawling and climbing.
- Work is performed in standard office environment as needed.

CITY OF COMPTON**FIRE PROTECTION SPECIALIST II****DEFINITION**

Under general supervision, to inspect for fire and life hazards; to enforce all applicable codes, regulations and ordinances for the prevention of fire and for the protection of life and property against fire and panic; to participate in the review of plans of new or remodeled structures for compliance with fire safety requirements; to enforce a variety of codes, laws and abatement procedures; to perform fire and arson investigations; and to do related work as required.

EXAMPLES OF DUTIES

Assumes responsibility for a wide variety of fire prevention and protection activities of the department; inspects commercial and industrial buildings, schools and related structures and facilities; participates in the review of building plans for conformance with fire protection laws and regulations and for possible fire hazards; investigates complaints from private citizens and other City departments relating to fire and safety hazards; provides technical advice regarding the installation and maintenance of fire prevention equipment; speaks before school groups and other organizations on fire prevention matters; confers with supervisor regarding overall departmental fire prevention and inspection programs; maintains required records and prepares reports; issues correction notices and citations; prepares publicity on fire safety; assists in determining the cause and origin of fires and prepares reports of same; interviews fire witnesses and victims; collects and preserves evidence; estimates fire losses assists in preparing criminal fire cases; process State Fire Marshal and Department of Social Services fire clearance requests; processes business license applications for fire clearances.

MINIMUM QUALIFICATIONS

Education: Completion of college level course work in Fire Science and Fire Prevention – specifically including: fire Prevention I-A and I-B, Investigation I-A, and P.C. 832.

Experience: Two years of code inspection and fire protection experience.

Knowledge of: Principles, practices and procedures of modern fire prevention and inspection techniques; rules and regulations of the fire Department; operation and capabilities of types of Fire Department apparatus and the ability to apply this knowledge to fire prevention situations; locations of water mains, fire hydrants, geography and major fire hazards in the city of Compton and be able to estimate required fire flows; Local, State and National Safety codes, ordinances and laws relating to fire prevention; building materials and construction and the principles of heat travel and combustion.

City of Compton

FIRE PROTECTION SPECIALIST II

Page 2

MINIMUM QUALIFICATIONS continued:

Ability to: Work without direct supervision and make independent decisions in the field, keeping in mind all applicable codes and established procedures; Investigate complaints, make necessary recommendations or corrections, write necessary letters of citations and follow through until the case is closed; interpret, apply and explain a wide variety of codes, ordinances, regulations and policies; work cooperatively with other City and State bureaus in making inspections and assisting them with investigations; establish and maintain cooperative relationships with citizens, schools and all other organizations necessary for successful performance of fire prevention duties; prepare clear, concise reports; conducts investigations, interview witnesses and prepare accurate, clear and concise reports that can be used for prosecution in criminal cases; read and interpret building plans, specifications and blueprints; meet physical and health status requirements for this classification and work category as described in the City's Medical Standards for Applicants and Employees.

License: Possession of an appropriate California drivers' license issued by the State Department of Motor Vehicles.

Certification: Possession of appropriate Fire Prevention certificates.

Public Hearing/Personnel Board: 07/07/88

Council approved (Res. #15,633): 07/18/88



City of Compton		
POSITION TITLE : FIRE PROTECTION SPECIALIST II		
Department: FIRE DEPARTMENT	Class Code:	7102
Revised Date: February 14, 2022	FLSA Status:	Non-exempt
Personnel Board Approved:	Bargaining Unit: AFSCME 2325	
Council Approved:		

GENERAL PURPOSE: Under general supervision, to inspect for life and life hazards; to enforce all applicable codes, regulations and ordinances for the prevention of fire and for the protection of life and property against fire and panic; to participate in the review of plans of new or remodeled structures for compliance with fire safety requirements; to enforce a variety of codes, laws and abatement procedures; to perform fire and arson investigations; and to do related work as required.

SUPERVISION RECEIVED/EXERCISED: ~~Works under the general supervisor of~~ Works under the general supervision of the Fire Chief or His Designee.

DISTINGUISHING CHARACTERISTICS: Fire Protection Specialist II is the journey level classification responsible for performing the full scope of duties assigned and must also be able to work field assignments independently. This is the full journey- level class in the Fire Protection Specialist series. Employees within this class are distinguished from the Fire Protection Specialist I by the performance of the full range of duties assigned, including criminal investigations and ground investigations to determine the origin of a fire. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Assumes responsibility for a wide variety of fire protection activities of the department.
- Inspects commercial and industrial buildings, schools and related structures and facilities.
- Participates in the review of building plans for conformance with protection laws and regulations and for possible fire hazards.
- Investigates complaints from private citizens and other City departments relating to fire and safety hazards
- Provides technical advice regarding the installation and maintenance of fire prevention equipment.
- Speaks before school groups and other organizations on fire prevention matters.
- Confers with supervisor regarding overall departmental fire prevention and inspection programs.
- Maintains required records and prepares reports.
- Issues correction and citations.

- Prepares publicity on fire safety.
- Assists in determining the cause and origin of fires and prepares reports of same; may interview fire witnesses and victims; collects and preserves evidence; estimates fire losses, assist in preparing criminal fire cases.
- Processes State Fire Marshall and Department of Social Services fire clearance request; processes business applications for fire clearances.
- Performs other duties as assigned or required.

MINIMUM QUALIFICATIONS:

Education and Experience:

Completion of college level course work in Fire Science and Fire Prevention – specifically including: Fire Inspector Prevention I-A, and I-B, 1-C and 1-D, Fire Investigation 1-A, 1-B, and 1-C, Fire Inspector 2-A, 2-B, 2-C and 2-D, Fire Investigator 1-A, 1-B and 1-C.

Required Licenses or Certifications:

- Possession of an appropriate a Class C California Driver's License issued by the State Department of Motor Vehicles.
- Possession of appropriate Fire Prevention certificates.

Special Requirements:

Must be 18 years or older at time of hire

Must be able to provide proof of USA Citizenship or legal right to work in USA

Must successfully pass pre-employment examination including drug screen, finger printing and background check

Required Knowledge of:

- Basic principles, practices and procedures of modern fire prevention and inspection techniques.
- General rules and regulations of the Fire Department.
- General operation and capabilities of types of Fire Department apparatus and the ability to apply this knowledge of fire prevention situations.
- Locations of water mains, fire hydrants, geography and major fire hazards in the city of Compton and be able to estimate required fire flows.
- Local, State and National Safety codes, ordinances and laws relating to fire prevention.
- Building materials and construction and the principles of heat travel and combustions.
- Intermediate skills in Microsoft Word, Excel, and Outlook.

Ability to:

- To work without direct supervision and make independent decisions in the field, keeping in mind all applicable codes and established procedures.
- To investigate complaints, make necessary recommendations or corrections.
- Write necessary letters of citations and follow through until the case is closed.
- Interpret, apply and explain a wide variety of codes, ordinances, regulations and policies.
- Work cooperatively with other City and State bureaus in making inspections and assisting them with investigations.
- Establish and maintain cooperative relationships with citizens, schools and all other organizations necessary for successful performance for fire prevention duties.

- Prepare clear concise reports; conducts investigations, interview witnesses and prepare accurate, clear and concise reports that can be used for prosecution in criminal cases
- Read and interpret building plans, specifications and blue prints
-

Physical Demands / Work Environment:

- Work may be performed outdoors with time spent in moderate to high temperatures (above 90 degrees) with exposure to environmental hazards associated with emergencies ie. exposure to sun over 50% of the time, slippery surfaces contact with oil, electrical shock, exposure to allergy causing agents. .
- Work requires light to moderate lifting (50lbs.), carrying, driving and on occasion climbing (above 12 feet).
- Moderate finger dexterity, hearing, and visual color discrimination and near vision is required.
- Work may involve exposure to wet surfaces, occasional loud noise and dust.
- Possibility of bodily injury
- Occasional work beyond normal work hours
- Use of a Respirator is required
- Moderate to frequent walking, jumping, crawling and climbing.
- Work is performed in standard office environment as needed.

PLEASE POSTPLEASE POST

NOTICE OF PUBLIC HEARINGS

Notice is hereby given that the Personnel Board of the City of Compton, in accordance with the provisions of Sections 1101 (a) 6 of the Compton City Charter, will hold public hearings on Thursday, February 17, 2022 at 6:15 p.m. via Zoom. The purpose of this hearing is to consider a request to exempt positions from the Classified Service for a period not to exceed (6) months:

**Human Resources Specialist
Internal Services**

(Effective February 20, 2022)

**Parking Control Officer (4 positions)
Community Improvement Services**

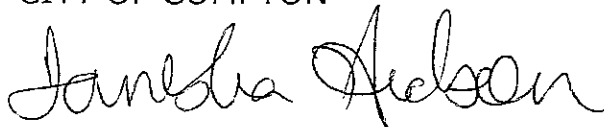
(1 - Effective February 20, 2022)

(3 - Effective March 7, 2022)

Officers, employees affected and others interested and desiring to be heard on these matters shall be given an opportunity to do so, telephonically by leaving a voicemail at (310) 605-5543, or electronically by emailing your comments to contactpersonnelboard@comptoncity.org by 4:00 p.m., the day of the meeting. If you are an individual with a disability and need a reasonable modification or accommodation pursuant to the American with Disabilities Act (ADA), please contact the Human Resources Office at (310) 605-5635 at the time and place mentioned above.

The proposed classification specifications may be reviewed in the City's Human Resources Department.

CITY OF COMPTON



FOR: Alita Godwin
City Clerk

Posted: 02/07/2022

REQUEST FOR TEMPORARY APPOINTMENTPosition/Classification Title: Human Resources SpecialistProposed Effective Date of Appointment: 02/22/21Department: Internal Services

() Initial Request (Reference: Section 1106, City Charter)

(X) Request for exemption, this position was initially approved by

the Personnel Board 11/18/2021 (Reference: Section 1101(a)6, City Charter)1 How many positions, in the above classification, do you propose to fill by temporary appointment? 1

2 Is there a current eligible list on file? () Yes (X) No

3 Why do you want to make a temporary appointment? Human Resources Specialist is very crucial and essential position in the Human Resources Department. Some of the responsibilities are to carry out the City's personnel selection process, including preparation of recruitment bulletins and advertising, conducts or assists in planning and coordination of employee training, and other duties.4 Regular, Full-Time, Classified status? Yes
Is/are the position(s) in question, included in the budget for the current fiscal year, and identified as Regular, Full-Time, Classified status? (X) Yes () No

5 Is there an official classification, with written specifications, established for this position? (X) Yes () No

6 Have you submitted a request for certification, or a request for an examination? () Yes (X) No

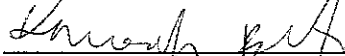
Comments: _____

_____This request is submitted by: Ronerick Simpson
(Full Name - Type or Print)Title: City Manager

Department Manager's Signature: _____

Date: _____

NOTED AND REVIEWED BY HUMAN RESOURCES DIRECTOR

Date: 2/10/22

NOTED AND APPROVED BY CITY MANAGER

Date: 2/14/22**DISPOSITION OF REQUEST**

This request is placed on the agenda for a meeting, which is scheduled for _____

(Clerk shall transmit a copy of this request to the originator, confirming this action)

The Personnel Board reviewed the request on _____ ACTION: () Approved () Denied

Condition of Approval:

Approval is granted for up to ninety (90) calendar days in a calendar year. Before an approved temporary appointment expires, the appointing authority may request that the Personnel Board extend the appointment by exempting the position from the Classified Service - pursuant to Section 1101(a)6 of the City Charter. Such a request must be submitted for the Board's receipt before the initial appointment expires, or the initial temporary appointment shall be terminated on its expiration date.

Comment: _____

Noted by: _____

(Signature/Clerk to the Personnel Board)

Date: _____

C-2

REQUEST FOR TEMPORARY APPOINTMENTPosition/Classification Title: Parking Control OfficerProposed Effective Date of Appointment: 1 - 2/20/22
3 - 3/17/22Department: Community Improvement Service

() Initial Request (Reference: Section 1106, City Charter)

☒

(X) Request for exemption, this position was initially approved by

the Personnel Board 11/18/2021 (Reference: Section 1101(a)6, City Charter)

- 1 How many positions, in the above classification, do you propose to fill by temporary appointment? 4
- 2 Is there a current eligible list on file? () Yes (X) No
- 3 Why do you want to make a temporary appointment? The position is assigned to patrol and enforce parking regulations and issuing of citation. The appointment will assist in training of school crossing guards and acts in their absence. The appointment can also be of assist in any traffic control and/or emergency situations
1 position effective 2/20/22, 3 positions effective 3/17/2022
- 4 Is/are the position(s) in question, included in the budget for the current fiscal year, and identified as Regular, Full-Time, Classified status? (X) Yes () No
- 5 Is there an official classification, with written specifications, established for this position? (X) Yes () No
- 6 Have you submitted a request for certification, or a request for an examination? (X) Yes () No

Comments: _____

This request is submitted by: Anthony Ward
(Full Name - Type or Print)Title: Community Improvement DirectorDepartment Manager's Signature: [Signature]Date: 02/14/22

NOTED AND REVIEWED BY HUMAN RESOURCES DIRECTOR

[Signature]Date: 2/14/22

NOTED AND APPROVED BY CITY MANAGER

[Signature]Date: 2/14/22**DISPOSITION OF REQUEST**

This request is placed on the agenda for a meeting, which is scheduled for _____

(Clerk shall transmit a copy of this request to the originator, confirming this action)

The Personnel Board reviewed the request on _____ ACTION: () Approved () Denied

Condition of Approval:

Approval is granted for up to ninety (90) calendar days in a calendar year. Before an approved temporary appointment expires, the appointing authority may request that the Personnel Board extend the appointment by exempting the position from the Classified Service - pursuant to Section 1101(a)6 of the City Charter. Such a request must be submitted for the Board's receipt before the initial appointment expires, or the initial temporary appointment shall be terminated on its expiration date.

Comment: _____

Noted by: _____

Rev 10/5/20

(Signature/Clerk to the Personnel Board)

Date: _____

MEET AND CONFER

This notification is to confirm that a Meet and Confer took place amongst the City of Compton and the American Federation of State, County, and Municipal Employee (AFSCME), Local 2325 and City Management on Thursday, December 9, 2021 at 11:30 a.m. via Zoom to discuss revisions to the Accounting Supervisor job specification. Both parties agreed in order to increase efficiency and oversight in the Controller's Department. (See updated Accounting Supervisor job specification) In addition, both parties agreed to increase the salary range of the Accounting Supervisor from 153 to 166.

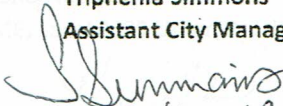
The City and the Union hereby agree:

CITY:


Ronerick Simpson
City Manager

Date: 4-13-22

Triphenia Simmons
Assistant City Manager


Date: 4-19-22

UNION:


Bob Adams
AFSCME Representative

Date: 4-13-22


Desmond Fletcher
AFSCME, Local 2325 Union President

Date: 4/13/22

This agreement by the parties is subject to City Council's approval.

12/9/2021
Zoom

April 26, 2022

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: CITY MANAGER

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON APPROVING AN AMENDMENT TO THE POSITION CLASSIFICATION PLAN BY ADOPTING AMENDED CLASSIFICATION SPECIFICATIONS FOR DEPUTY CITY CLERK, FIRE PROTECTION SPECIALIST I AND FIRE PROTECTION SPECIALISTS II CLASSIFICATIONS

SUMMARY

The City Council will consider a resolution amending the Position Classification Plan to amend the positions of Deputy City Clerk, Fire Protection Specialist I and Fire Protection Specialist II.

BACKGROUND

The City Manager authorized a review of the City's current Position Classification Plan to amend the positions of Deputy City Clerk, Fire Protection Specialist I and Fire Protection Specialist II positions.

The City and representative(s) of the applicable employee bargaining unions, AFSCME 2325 met, conferred and agreed to amend the Position Classification Plan to include the amended classifications.

After conducting a properly noticed public hearing pursuant to the provisions of Sections 1010 and 1103 of the Compton City Charter for Deputy City Clerk, Fire Protection Specialist I and Fire Protection Specialist II positions on February 7, 2022, the Personnel Board approved amendment to the classification plan to include the amended classification specifications for Deputy City Clerk, Fire Protection Specialist I and Fire Protection Specialist II positions on February 17, 2022.

STATEMENT OF ISSUE

After review, staff has determined that to better classify the positions according to authority, duties and responsibilities and to meet the current departmental needs it is necessary to amend the Classification Plan by amending the Deputy City Clerk, Fire Protection Specialist I and Fire Protection Specialist II classifications. These revisions will update the existing Classification Plan.

FISCAL IMPACT

The salaries for the above new classifications are included in the City's 2021-2022 adopted Fiscal Year's budget; therefore, no anticipated fiscal impact will result from approving the requested action.

RECOMMENDATION

It is recommended that the proposed resolution be adopted by the City Council.

THOMAS THOMAS
CITY MANAGER

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON
APPROVING AN AMENDMENT TO THE POSITION CLASSIFICATION
PLAN BY ADOPTING AMENDED CLASSIFICATION SPECIFICATIONS
FOR DEPUTY CITY CLERK, FIRE PROTECTION SPECIALIST I AND
FIRE PROTECTION SPECIALIST II**

WHEREAS, the City Manager authorized a review of the City's Position Classification Plan to amend the Deputy City Clerk, Fire Protection Specialist I and Fire Protection Specialist II positions; and

WHEREAS, the City and representative(s) of the applicable employee bargaining unions, AFSCME 2325 met, conferred and agreed to amend the Position Classification Plan to include the amended classifications; and

WHEREAS, after conducting a properly noticed public hearing pursuant to the provisions of Sections 1010 and 1103 of the Compton City Charter for Deputy City Clerk, Fire Protection Specialist I and Fire Protection Specialist II positions on February 7, 2022, the Personnel Board approved amendment to the classification plan to include the amended classification specifications for Deputy City Clerk, Fire Protection Specialist I and Fire Protection Specialist II positions on February 17, 2022; and

WHEREAS, after review, staff has determined that to better classify the positions according to authority, duties and responsibilities and to meet the current departmental needs it is necessary to amend the Classification Plan by amending the classifications Deputy City Clerk, Fire Protection Specialist I and Fire Protection Specialist II; and

WHEREAS, the salaries for the above new classifications are included in the City's 2021-2022 adopted Fiscal Year budget; therefore, no anticipated fiscal impact will result from approving this resolution.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMPTON DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. That the proposed classification plan includes the amended classification specifications for Deputy City Clerk, Fire Protection Specialist I and Fire Protection Specialist II positions are hereby approved and added to the Position Classification Plan of the City of Compton.

Section 2. The salaries for the above classifications are included in the City's 2021-2022 adopted Fiscal Year budget; therefore, no anticipated fiscal impact will result from approving this resolution.

Section 3. That a copy of this Resolution shall be filed in the offices of the City Clerk, City Attorney, Internal Services, City Manager, the City Controller.

Section 4. That the Mayor shall sign and the City Clerk shall attest to the adoption of this Resolution.

ADOPTED this _____ day of _____, 2022.

MAYOR OF THE CITY OF COMPTON

Resolution No. _____
Page 2

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) so
CITY OF COMPTON)

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing Resolution was adopted by the City Council of the City of Compton, signed by the Mayor and attested by the City Clerk at a regular meeting thereof held on this _____ day of _____, 2022.

That said Resolution was adopted by the following vote, to wit:

AYES: COUNCILMEMBERS-
NOES: COUNCILMEMBERS-
ABSTAIN: COUNCILMEMBERS-
ABSENT: COUNCILMEMBERS-

CITY CLERK OF THE CITY OF COMPTON

CURRENT

CITY OF COMPTON

DEPUTY CITY CLERK

DEFINITION

Under direction, to perform clerical and secretarial work involved in assisting the City Clerk in the conduct of office details; to assume duties of the City Clerk or Chief Deputy City Clerk during their absence; and to do other work as required.

TYPICAL TASKS

Assist in keeping records of all proceedings of the City Council, and maintain an index to same; keeping records of all city ordinances and resolutions with an index to same; taking and transcribing dictation; writing letters either independently or in accordance with oral or written directions; maintaining a city stores record for office supplies; interviewing and securing information for callers; giving out information over the telephone; maintaining mailing lists; assembling information and preparing reports; filing and indexing records; occasionally accepting and receipting for monies; occasionally supervising the work of others; and taking and writing minutes of meetings.

Minimum QUALIFICATIONS

Education and Experience: Equivalent to graduation from high school, supplemented by completion of courses in secretarial science, business administration or office management and three years of experience in progressively responsible stenographic and office clerical work – OR –

State certification as a Court Shorthand Reporter can be substituted for the required experience – OR –

Satisfactory completion of a court reporting curriculum at an accredited college or trade school may be substituted for up to two years of the required experience.

Knowledge's and Abilities: General knowledge of modern office methods and equipment; aptitude for and the ability to perform stenographic and clerical work of average difficulty, including ability to spell correctly, to use good English, and to make arithmetical computations; ability to use common office machines; ability to type at a speed of not less than 50 words a minute from clear, legible copy; ability to take dictation

CURRENT

at a speed of not less than 110 net words per minute, and transcribe it accurately; ability to deal tactfully and courteously with the public; ability to follow oral and written directions; ability to meet physical and health status requirements necessary for performance in this classification of work as outlined in the City's Medical Standards for applicants and employees.

License: Possession of a valid California operator's license issued by the State Department of Motor Vehicles.

Revised: Personnel Board - March 15, 1990
Resolution- #16,177



City of Compton

DEPUTY CITY CLERK

Department: Office of the City Clerk	Class Code:	1401
Revised Date: February 2022	FLSA Status:	Non-Exempt
Personnel Board Approved:	Bargaining Unit: AFSCME 2325	
Council Approved:		

GENERAL PURPOSE: Under the general direction of the City Clerk, perform clerical and secretarial work involved in assisting the City Clerk in the conduct of office details; to assume duties of the City Clerk or Chief Deputy City Clerk during their absence; and to do other work as required.

SUPERVISION RECEIVED/EXERCISED: Works under the general direction of the City Clerk, serves as Acting City Clerk in his/her absence, and may exercise supervision over subordinate clerical support personnel.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Assist in keeping records of all proceedings of the City Council, and maintain an index to same.
- Keeping records of all City ordinances and resolutions with an index to same.
- Assists with the technical preparation, recordation and transcribing of proceedings of official meetings and public hearings of the City Council, and other Boards; attends meetings and assures completion of required follow-up on meeting action items.
- Writing letters either independently or in accordance with oral or written directions.
- Maintaining a city stores record for office supplies.
- Provide information over the telephone.
- Maintain mailing lists.
- Reviews and processes public records requests and special permits.
- Filing and indexing records; occasionally accepting and receipting for monies.
- May occasionally supervise the work of others.
- Collects, compiles and analyzes data and information, and prepares and presents reports.
- Taking and writing minutes of meetings.
- Performs other duties as assigned or required.

PRIMARY DUTIES AND RESPONSIBILITIES (Continued):

MINIMUM QUALIFICATIONS:

Education and Experience: Equivalent to graduation from high school, supplemented by completion of courses in secretarial science, business administration or office management and three years of experience in progressively responsible stenographic and office clerical work **OR Equivalent to graduation from high school and three years' work experience in a City Clerk's Office. Or Equivalent to graduation from high school and five years clerical or administrative work experience with a municipality.**

Required Licenses or Certifications:

- Must possess a valid California Class C Driver's License.

Required Knowledge of:

- City organization, operations, policies and procedures.
- State and Federal laws, statutes, regulations, rules and codes regulating City government including the Brown Act, Public Records Act and Political Reform Act.
- Principles and practices of public sector records retention, record keeping and records management.
- City Charter, ordinances, codes, policies, resolutions, and agreements including Memoranda of Understanding.
- Principles, techniques, and objectives of public information programs.
- Legal, ethical and professional rules of conduct for public sector employees and elected officials.

Required Skill in:

- Establishing and maintaining effective working relationships with staff, City departments, elected officials, outside agencies, community groups, local businesses, and the general public.
- Understanding and applying statutory standards and procedures, applicable State and Federal rules and regulations, and parliamentary procedures governing public meetings.
- Following oral and written directions.
- Aptitude for and the ability to perform clerical work of average difficulty.
- Make arithmetical computations.
- Operating a personal computer utilizing standard and specialized software, including Microsoft Word and Excel, knowledge of Windows operating system.
- Establishing and maintaining effective working relationships with co-workers and the public.
- Effective verbal and written communication.

Physical Demands / Work Environment:

- Work is primarily performed in a standard office environment.
- Work may involve exposure to wet surfaces, occasional loud noise and dust.

CURRENT

City of Compton

FIRE PROTECTION SPECIALIST I

DEFINITION

Under general supervision, to perform the full range of fire protection and prevention duties in a training, learning and assisting capacity; to inspect for fire and life hazards; to enforce all applicable codes, regulations and ordinances for the prevention of fire and for the protection of life and property against fire and panic; to participate in the review of plans of new or remodeled structures for compliance with fire safety requirements; to enforce a variety of codes, laws and abatement procedures; and to do related work as required.

EXAMPLES OF DUTIES

In a training, learning and assisting capacity, performs all of the normally assigned duties of a Fire Protection Specialist II; assumes responsibility for a wide variety of fire prevention activities of the department; inspects commercial and industrial buildings, schools and related structures and facilities; participates in the review of building plans for conformance with fire protection laws and regulations and for possible fire hazards; investigates complaints from private citizens and other City departments relating to fire and safety hazards; provides technical advice regarding the installation and maintenance of fire prevention equipment; speaks before school groups and other organizations on fire prevention matters; confers with supervisor regarding overall departmental fire prevention and inspection programs; maintains required records and prepares reports; issues correction notices and citations; prepares publicity on fire safety; may assist in determining the cause and origin of fires and prepares reports of same; may interview fire witnesses and victims; collects and preserves evidence; estimates fire losses; assists in preparing criminal fire cases; processes State Fire Marshal and Department of Social Services fire clearance requests; processes business license applications for fire clearances.

MINIMUM QUALIFICATIONS

Education: completion of college level course work in Fire Science and Fire Prevention is desirable.

Experience: Prior code inspection experience is desirable.

Knowledge of: Basic principles, practices and procedures of modern fire prevention and inspection techniques; general rules and regulations of the fire Department; general operation and capabilities of types of Fire Department apparatus and the ability to apply this knowledge of fire prevention situations; basic local, State and national Safety codes, ordinances and laws relating to fire prevention; building materials and construction and the principles of heat travel and combustion.

City of Compton
FIRE PROTECTION SPECIALIST I
Page 2

Ability to: Learn to work without direct supervision and make independent decisions in the field, keeping in mind all applicable codes and established procedures; learn to investigate complaints, make necessary recommendations or corrections, write necessary letters of citations and follow through until the case is closed; interpret, apply and explain a wide variety of codes, ordinances, regulations and policies; work cooperatively with other City and State bureaus in making inspections and assisting them with investigations; establish and maintain cooperative relationships with citizens, schools and all other organizations necessary for successful performance of fire prevention duties; prepare clear, concise reports; learn to assist in investigations, interview witnesses and prepare accurate, clear and concise reports that can be used for prosecution in criminal cases; read and interpret building plans, specifications and blueprints; obtain appropriate Fire Prevention certificates; meet physical and health status requirements for this classification and work category as described in the City's Medical Standards for Applicants and Employees.

License: Possession of an appropriate California driver's license issued by the State Department of Motor Vehicles.

Public Hearing/Personnel Board: 07/07/1988
Council Approved (Res. #15,633: 07/18/1988

PROPOSED



City of Compton

POSITION TITLE : FIRE PROTECTION SPECIALIST I

Department: FIRE DEPARTMENT

Class Code:

7101

Revised Date: February 14, 2022

FLSA Status:

Non-exempt

Personnel Board Approved:

Bargaining Unit:
AFSCME 2325

Council Approved:

GENERAL PURPOSE: Under the general supervision of the Fire Chief or His Designee, to perform the full range of fire protection and prevention duties in a training, learning and assisting capacity; to inspect for fire and life hazards; to enforce all applicable codes, regulations and ordinances for the prevention of fire and for the protection of life and property against fire and panic; to participate in the review of plans of new or remodeled structures for compliance with fire safety requirements; to enforce a variety of codes, laws and abatement procedures; and to do related work as required.

SUPERVISION RECEIVED/EXERCISED: Works under the general supervision of the Fire Chief or his designee.

DISTINGUISHING CHARACTERISTICS: :-Under the supervision of the Officer in charge of the Fire Protection Division, is responsible for performing such inspections, plan review, enforces City and Fire Districts weed abatement ordinances; develops and administers public fire safety education programs and public relations programs. Investigates routine complaints of fire/life safety hazards. The Fire Protection Specialist I performs technical and specialized work in the fields of fire and life safety inspection, building code enforcement, hazardous materials disclosure and inspection, fire ground investigation to determine cause an origin of a fire, engineering and code enforcement, and to perform other duties as required. This is an entry level class in the Fire Protection Specialist series. This class is distinguished from the Fire Protection Specialist II by the performance of the more routine tasks and duties assigned to positions within the series. Fire Protection Specialist I coordinates plans and specifications with respect to fire standards and fire protection features, and the performance of field inspections. Assignments are generally limited in scope, contain fairly routine tasks, and are performed within a procedural framework established by higher-level employees. Employees at this level are expected to learn the full scope of duties. As experience is acquired, incumbents perform with less immediate supervision and continue to learn the full scope of the duties and responsibilities. Fire Protection Specialist I, is the entry level classification where emphasis is on learning and gaining experience within a limited, designed framework of procedures, and requires higher level of supervision.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- In a training, learning and assisting capacity, performs all of the normally assigned duties of a Fire Protection Specialist II.
- Assumes responsibility for a wide variety of fire protection activities of the department.
- Inspects commercial and industrial buildings, schools and related structures and facilities.
- Participates in the review of building plans for conformance with protection laws and regulations and for possible fire hazards.
- Investigates complaints from private citizens and other City departments relating to fire and safety hazards
- Provides technical advice regarding the installation and maintenance of fire prevention equipment.

City of Compton

Fire Protection Specialist I

- Speaks before school groups and other organizations on fire prevention matters.
- Confers with supervisor regarding overall departmental fire prevention and inspection programs.
- Maintains required records and prepares reports.
- Issues correction and citations.
- Prepares publicity on fire safety.
- May assist in determining the cause and origin of fires and prepares reports of same; may interview fire witnesses and victims; collects and preserves evidence; estimates fire losses, assist in preparing criminal fire cases.
- Processes State Fire Marshall and Department of Social Services fire clearance request; processes business applications for fire clearances.
- Performs other duties as assigned or required.

MINIMUM QUALIFICATIONS:

Education and Experience:

Must be 18 years of age or older.

Possession of a High School Diploma, GED, or High School Equivalency Certificate.

Completion of college level course work in Fire Science and Fire Prevention is desirable.

Special Requirements:

Must be able to provide proof of USA Citizenship or legal right to work in USA.

Must successfully pass pre-employment examination including drug screen, fingerprinting, and background check.

Required Licenses or Certifications:

- Possession of an appropriate California driver's license issued by the State Department of Motor Vehicles.
- Employee must obtain certificate OSFM Fire Inspector 1A, 1B, 1C, 1D, Fire Investigation 1A, 1B, and 1C.
- Employee must obtain all certificates within 18 months to maintain employment.
- City of Compton will be responsible for cost of classes.

Required Knowledge of:

- Basic principles, practices and procedures of modern fire prevention and inspection techniques.
- General rules and regulations of the Fire Department.
- General operation and capabilities of types of Fire Department apparatus and the ability to apply this knowledge of fire prevention situations.
- Basic local, State and National Safety codes, ordinance and laws relating to fire prevention.
- Building materials and construction and the principles of heat travel and combustions.
- Intermediate skills in Microsoft Word, Excel, and Outlook.

Ability to:

- Learn to work without direct supervision and make independent decisions in the field, keeping in mind all applicable codes and established procedures.
- Learn to investigate complaints, make necessary recommendations or corrections.
- Write necessary letters of citations and follow through until the case is closed.
- Interpret, apply and explain a wide variety of codes, ordinances, regulations and policies.
- Work cooperatively with other City and State bureaus in making inspections and assisting them with investigations.

City of Compton
Fire Protection Specialist I

- Establish and maintain cooperative relationships with citizens, schools and all other organizations necessary for successful performance for fire prevention duties.
- Prepares clear, concise reports, learn to assist in investigations, interview witnesses and prepare accurate, clear and concise reports that can be used for prosecution in criminal cases.
- Read and interpret building plans, specifications and blue prints
- Obtain appropriate Fire Prevention certificates.

Physical Demands / Work Environment:

- Work may be performed outdoors with time spent in moderate to high temperatures (above 90 degrees) with exposure to environmental hazards associated with emergencies ie, exposure to sun over 50% of the time, slippery surfaces contact with oil, electrical shock, exposure to allergy causing agents, .
- Work requires light to moderate lifting (50lbs.), carrying, driving and on occasion climbing (above 12 feet).
- Moderate finger dexterity, hearing, and visual color discrimination and near vision is required.
- Work may involve exposure to wet surfaces, occasional loud noise and dust.
- Possibility of bodily injury
- Occasional work beyond normal work hours
- Use of a Respirator is required
- Moderate to frequent walking, jumping, crawling and climbing.
- Work is performed in standard office environment as needed.

CITY OF COMPTON

FIRE PROTECTION SPECIALIST II

DEFINITION

Under general supervision, to inspect for fire and life hazards; to enforce all applicable codes, regulations and ordinances for the prevention of fire and for the protection of life and property against fire and panic; to participate in the review of plans of new or remodeled structures for compliance with fire safety requirements; to enforce a variety of codes, laws and abatement procedures; to perform fire and arson investigations; and to do related work as required.

EXAMPLES OF DUTIES

Assumes responsibility for a wide variety of fire prevention and protection activities of the department; inspects commercial and industrial buildings, schools and related structures and facilities; participates in the review of building plans for conformance with fire protection laws and regulations and for possible fire hazards; investigates complaints from private citizens and other City departments relating to fire and safety hazards; provides technical advice regarding the installation and maintenance of fire prevention equipment; speaks before school groups and other organizations on fire prevention matters; confers with supervisor regarding overall departmental fire prevention and inspection programs; maintains required records and prepares reports; issues correction notices and citations; prepares publicity on fire safety; assists in determining the cause and origin of fires and prepares reports of same; interviews fire witnesses and victims; collects and preserves evidence; estimates fire losses assists in preparing criminal fire cases; process State Fire Marshal and Department of Social Services fire clearance requests; processes business license applications for fire clearances.

MINIMUM QUALIFICATIONS

Education: Completion of college level course work in Fire Science and Fire Prevention – specifically including: fire Prevention I-A and I-B, Investigation I-A, and P.C. 832.

Experience: Two years of code inspection and fire protection experience.

Knowledge of: Principles, practices and procedures of modern fire prevention and inspection techniques; rules and regulations of the fire Department; operation and capabilities of types of Fire Department apparatus and the ability to apply this knowledge to fire prevention situations; locations of water mains, fire hydrants, geography and major fire hazards in the city of Compton and be able to estimate required fire flows; Local, State and National Safety codes, ordinances and laws relating to fire prevention; building materials and construction and the principles of heat travel and combustion.

City of Compton

FIRE PROTECTION SPECIALIST II

Page 2

MINIMUM QUALIFICATIONS continued:

Ability to: Work without direct supervision and make independent decisions in the field, keeping in mind all applicable codes and established procedures; Investigate complaints, make necessary recommendations or corrections, write necessary letters of citations and follow through until the case is closed; interpret, apply and explain a wide variety of codes, ordinances, regulations and policies; work cooperatively with other City and State bureaus in making inspections and assisting them with investigations; establish and maintain cooperative relationships with citizens, schools and all other organizations necessary for successful performance of fire prevention duties; prepare clear, concise reports; conducts investigations, interview witnesses and prepare accurate, clear and concise reports that can be used for prosecution in criminal cases; read and interpret building plans, specifications and blueprints; meet physical and health status requirements for this classification and work category as described in the City's Medical Standards for Applicants and Employees.

License: Possession of an appropriate California drivers' license issued by the State Department of Motor Vehicles.

Certification: Possession of appropriate Fire Prevention certificates.

Public Hearing/Personnel Board: 07/07/88
Council approved (Res. #15,633): 07/18/88

PROPOSED



City of Compton

POSITION TITLE : FIRE PROTECTION SPECIALIST II

Department: FIRE DEPARTMENT	Class Code:	7102
Revised Date: February 14, 2022	FLSA Status:	Non-exempt
Personnel Board Approved:	Bargaining Unit: AFSCME 2325	
Council Approved:		

GENERAL PURPOSE: Under general supervision, to inspect for life and life hazards; to enforce all applicable codes, regulations and ordinances for the prevention of fire and for the protection of life and property against fire and panic; to participate in the review of plans of new or remodeled structures for compliance with fire safety requirements; to enforce a variety of codes, laws and abatement procedures; to perform fire and arson investigations; and to do related work as required.

SUPERVISION RECEIVED/EXERCISED: ~~Works under the general supervisor of~~ Works under the general supervision of the Fire Chief or His Designee.

DISTINGUISHING CHARACTERISTICS: Fire Protection Specialist II is the journey level classification responsible for performing the full scope of duties assigned and must also be able to work field assignments independently. This is the full journey- level class in the Fire Protection Specialist series. Employees within this class are distinguished from the Fire Protection Specialist I by the performance of the full range of duties assigned, including criminal investigations and ground investigations to determine the origin of a fire. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit.

PRIMARY DUTIES AND RESPONSIBILITIES:

The following essential functions are those that are critical, integral, necessary, crucial, primary and fundamental to the job. Incumbents who possess the requisite skill, experience, education, and other job-related requirements of a position are expected to perform the essential functions of the job with or without a reasonable accommodation.

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Assumes responsibility for a wide variety of fire protection activities of the department.
- Inspects commercial and industrial buildings, schools and related structures and facilities.
- Participates in the review of building plans for conformance with protection laws and regulations and for possible fire hazards.
- Investigates complaints from private citizens and other City departments relating to fire and safety hazards
- Provides technical advice regarding the installation and maintenance of fire prevention equipment.
- Speaks before school groups and other organizations on fire prevention matters.
- Confers with supervisor regarding overall departmental fire prevention and inspection programs.
- Maintains required records and prepares reports.
- Issues correction and citations.

PROPOSED

- Prepares publicity on fire safety.
- Assists in determining the cause and origin of fires and prepares reports of same; may interview fire witnesses and victims; collects and preserves evidence; estimates fire losses, assist in preparing criminal fire cases.
- Processes State Fire Marshall and Department of Social Services fire clearance request; processes business applications for fire clearances.
- Performs other duties as assigned or required.

MINIMUM QUALIFICATIONS:

Education and Experience:

Completion of college level course work in Fire Science and Fire Prevention – specifically including: Fire Inspector Prevention I-A, and I-B, 1-C and 1-D, Fire Investigation 1-A, 1-B, and 1-C, Fire Inspector 2-A, 2-B, 2-C and 2-D, Fire Investigator 1-A, 1-B and 1-C.

Required Licenses or Certifications:

- Possession of an appropriate a Class C California Driver's License issued by the State Department of Motor Vehicles.
- Possession of appropriate Fire Prevention certificates.

Special Requirements:

Must be 18 years or older at time of hire

Must be able to provide proof of USA Citizenship or legal right to work in USA

Must successfully pass pre-employment examination including drug screen, finger printing and background check

Required Knowledge of:

- Basic principles, practices and procedures of modern fire prevention and inspection techniques.
- General rules and regulations of the Fire Department.
- General operation and capabilities of types of Fire Department apparatus and the ability to apply this knowledge of fire prevention situations.
- Locations of water mains, fire hydrants, geography and major fire hazards in the city of Compton and be able to estimate required fire flows.
- Local, State and National Safety codes, ordinances and laws relating to fire prevention.
- Building materials and construction and the principles of heat travel and combustions.
- Intermediate skills in Microsoft Word, Excel, and Outlook.

Ability to:

- To work without direct supervision and make independent decisions in the field, keeping in mind all applicable codes and established procedures.
- To investigate complaints, make necessary recommendations or corrections.
- Write necessary letters of citations and follow through until the case is closed.
- Interpret, apply and explain a wide variety of codes, ordinances, regulations and policies.
- Work cooperatively with other City and State bureaus in making inspections and assisting them with investigations.
- Establish and maintain cooperative relationships with citizens, schools and all other organizations necessary for successful performance for fire prevention duties.

PROPOSED

- Prepare clear concise reports; conducts investigations, interview witnesses and prepare accurate, clear and concise reports that can be used for prosecution in criminal cases
- Read and interpret building plans, specifications and blue prints
-

Physical Demands / Work Environment:

- Work may be performed outdoors with time spent in moderate to high temperatures (above 90 degrees) with exposure to environmental hazards associated with emergencies ie, exposure to sun over 50% of the time, slippery surfaces contact with oil, electrical shock, exposure to allergy causing agents, .
- Work requires light to moderate lifting (50lbs.), carrying, driving and on occasion climbing (above 12 feet).
- Moderate finger dexterity, hearing, and visual color discrimination and near vision is required.
- Work may involve exposure to wet surfaces, occasional loud noise and dust.
- Possibility of bodily injury
- Occasional work beyond normal work hours
- Use of a Respirator is required
- Moderate to frequent walking, jumping, crawling and climbing.
- Work is performed in standard office environment as needed.

April 26, 2022

TO: MAYOR AND COUNCIL MEMBERS

FROM: CITY MANAGER

SUBJECT: A REQUEST FOR A FEE WIAVER FOR THE REPAST FOR MRS. EMILY HART-HOLIFIELD ON MAY 28, 2022 AT THE DOLLARHIDE COMMUNITY CENTER

SUMMARY

The family of Mrs. Emily Hart-Holifield request a fee waiver for the use of the Dollarhide Community Center for her repast on May 28, 2022 from 11:00 a.m. until 5:00 p.m.

STATEMENT OF THE ISSUE

Mrs. Emily Hart-Holifield passed away in April 2022. She has been an active and influential member of the Compton community for over 60 years. Mrs. Hart-Holifield was responsible for establishing the first block club in Compton and the first Compton Hub City Area Republican Group. She also has served as the Educational Chair for the Compton Chapter of the NAACP. Mrs. Hart-Holifield has been an advocate for education of our youth and job development and training for all Compton residents throughout her entire life of public service. Her services will be held here in the City of Compton on Saturday, May 28, 2022, her granddaughter is requesting a fee waiver for the use of the Dollarhide Community Center 301 N. Tamarind Avenue, Compton for her repast.

FINANCIAL IMPACT

The **standard** 6-hour rental rate for the Dollarhide Community Center is as follows:

Room Rental	\$ 750.00
Security Staff Fee	\$ 480.00
Recreation Staff Fee	\$ 245.00
Custodial Staff Fee	\$ 560.00
Refundable Deposit	\$ 250.00
Application Fee	\$ 25.00
TOTAL	\$ 2,310.00

The **reduced** 6-hour rate (Staff Cost Only) for the Dollarhide Community Center is as follows:

Room Rental	\$ 0.00
Security Staff Fee	\$ 480.00
Recreation Staff Fee	\$ 245.00
Custodial Staff Fee	\$ 560.00
Refundable Deposit	\$ 250.00
Application Fee	\$ 25.00
TOTAL	\$ 1,560.00

RECOMMENDATION

Council has the authority to waive the “Room Rental Fee,” but cannot waive staff costs as that is considered a violation of the State of California’s “Gift of Public Funds” doctrine.

The City Council may choose the reduced rate or a full waiver of fees. Upon Council’s recommendation, staff will proceed.

THOMAS THOMAS
CITY MANAGER

April 26, 2022

TO: HONORABLE MAYOR AND COUNCIL MEMBER

FROM: CITY MANAGER

SUBJECT: REQUEST TO AUTHORIZE TRAVEL FOR ELECTED OFFICIALS

Recommendation: Authorize travel to attend the CA Contract Cities Association 2022 Annual Municipal Seminar

Location: Indian Wells, CA

Meeting Date: May 12, 2022 thru May 15, 2022

Approximate Cost: Registration: **\$750** (Per attendee)
 Hotel: **\$287.50** per night (plus taxes and fees)
 Transportation: **N/A**
 Per Diem: Receipts required (Not to exceed \$75 per day)

Source of Funds: General Fund

Purpose: The purpose of attending the CA Contract Cities Association 2022 Annual Municipal Seminar is to learn and discuss issues that are impacting our city.

Elected Official	Attending
Mayor Emma Sharif	
Councilmember Diedre M. Duhart	
Councilmember Isaac Galvan	
Councilmember Jonathan Bowers	
Councilmember Lillie Darden	

April 26, 2022

TO: HONORABLE MAYOR AND COUNCIL MEMBER

FROM: CITY MANAGER

SUBJECT: REQUEST TO AUTHORIZE TRAVEL FOR ELECTED OFFICIALS

Recommendation: Authorize travel to attend the International Council of Shopping Centers, Inc dba ICSC 2022

Location: Las Vegas, NV

Meeting Date: May 22, 2022 thru May 24, 2022

Approximate Cost: Registration: **\$975** (Per attendee)
 Hotel: **\$756.14** (includes all taxes and fees)
 Transportation: **\$345.96** (Flight)
 Per Diem: Receipts required (Not to exceed \$75 per day)

Source of Funds: General Fund

Purpose: The purpose of attending the International Council of Shopping Centers, Inc dba ICSC 2022 Las Vegas Conference is to learn and discuss issues that are impacting our city.

Elected Official	Attending
Mayor Emma Sharif	
Councilmember Diedre M. Duhart	
Councilmember Isaac Galvan	
Councilmember Jonathan Bowers	
Councilmember Lillie Darden	

April 26, 2022

TO: HONORABLE MAYOR AND COUNCIL MEMBER

FROM: CITY MANAGER

SUBJECT: REQUEST TO AUTHORIZE TRAVEL FOR ELECTED OFFICIALS

Recommendation: Authorize travel to attend the United States Conference of Mayors 90th Annual Meeting

Location: Reno, NV

Meeting Date: June 3, 2022 thru June 6, 2022

Approximate Cost: Registration: **\$1,500** (Per attendee)
 Hotel: **\$278.85 per night** (includes all taxes and fees)
 Transportation: **\$124.95** (Flight)
 Per Diem: Receipts required (Not to exceed \$75 per day)

Source of Funds: General Fund

Purpose: The purpose of attending the United States Conference of Mayors 90th Annual Meeting is to learn and discuss issues that are impacting our city.

Elected Official	Attending
Mayor Emma Sharif	
Councilmember Diedre M. Duhart	
Councilmember Isaac Galvan	
Councilmember Jonathan Bowers	
Councilmember Lillie Darden	

APRIL 26, 2022

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

FROM: CITY ATTORNEY

SUBJECT: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COMPTON AMENDING SECTION 7-27 OF THE COMPTON MUNICIPAL CODE RELATING TO PROHIBITING SPECTATORS AT ILLEGAL SPEED CONTESTS, EXHIBITIONS OF SPEED, STREET RACES, STREET TAKEOVERS, SIDESHOWS, MOTORCYCLES STUNTING AND RECKLESS DRIVING EXHIBITIONS

SUMMARY

Recently, there have been a proliferation of illegal street takeovers, sideshows, motorcycle stunting and reckless driving in the City of Compton which has resulted in deaths, injuries, accidents, blocked roadways, felony and misdemeanor crimes, chronic calls for law enforcement and a total disregard for the rule of law and a lack of respect for the citizens.

BACKGROUND

Many of the individuals who participate in illegal street takeovers, sideshows, motorcycle stunting and reckless driving, do so for the adulation of spectators who attend these events. These spectators encourage the individuals doing these illegal activities by attending these events, cheering on the participants and filming their escapades. Spectators place their collected footage on social media where the illegal activities are viewed by the masses, which in turn, encourages more illegal activity because of the popularity of the videos on social media sites and in some cases on local news channels.

STATEMENT OF ISSUE

Illegal street contests, exhibitions of speed, street races, street takeovers, sideshows, motorcycle stunting and reckless driving attracts many spectators and creates an environment in which illegal activities can thrive.

California Vehicle Code sections 23103 and 23109 prohibit motor vehicle speed contests, reckless driving, and exhibitions of speed. However, the California Vehicle Code does not contain a section that specifically relates to the prohibition of **spectators** at illegal speed contests, exhibitions of speed, street races, street takeovers, sideshows, motorcycle stunting and reckless driving exhibitions.

The City Attorney's Office recommends the City Council amend the Compton Municipal Code to make it a violation to be a **spectator** at an illegal speed contest, an exhibition of speed, street race, street takeover, sideshow, motorcycle stunting and reckless driving exhibition.

FISCAL IMPACT

There is no fiscal impact.

RECOMMENDATION

That City Council adopt the attached ordinance.

**ERIC J. PERRODIN
CITY ATTORNEY**

APPROVED FOR FORWARDING:

**THOMAS THOMAS
CITY MANAGER**

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COMPTON
AMENDING SECTION 7-27 OF THE COMPTON MUNICIPAL CODE RELATING
TO PROHIBITING SPECTATORS AT ILLEGAL SPEED CONTESTS,
EXHIBITIONS OF SPEED, STREET RACES, STREET TAKEOVERS,
SIDESHOWS, MOTORCYCLE STUNTING AND RECKLESS DRIVING
EXHIBITIONS**

WHEREAS, illegal motor vehicle speed contests and exhibitions of speed are more commonly referred to as “street races”, and common acts of reckless driving often occur when preparations are being made for or during, such illegal street races. This includes pre-race and post-race events referred to as “street takeovers” or “sideshows” or “stunting” in which groups of people block streets, sidewalks and parkways to form street takeovers, sideshows or motorcycle stunting in conjunction with or detached from street races; and

WHEREAS, streets, highways, and off-street parking facilities within the City have been the sites of continuing and escalation of illegal speed contests, exhibitions of speed, street races, street takeovers, sideshows, motorcycle stunting and reckless driving exhibitions recently and over the years; and

WHEREAS, illegal speed contests, exhibitions of speed, street races, street takeovers, sideshows, motorcycle stunting and reckless driving exhibitions pose an immediate threat to the health and safety of the public, interfere with pedestrian and vehicular traffic, create a public nuisance, and inhibit citizens and business owners from enjoying the use of their property within the City; and

WHEREAS, groups of racers, sideshow participants, stunt participants, and spectators gather on the streets, highways, sidewalks, parkways and in off-street parking facilities and among other things, block traffic, sidewalks and parkways in order to form a racetrack, sideshow area or stunt area, to participate in, observe, place bets and wages, and otherwise encourage, aid and abet the illegal speed contests, exhibitions of speed, street races, street takeovers, sideshows, motorcycle stunting and reckless driving exhibitions; and

WHEREAS, illegal street racers, sideshow participants and motorcycle stunters accelerate to high rates of speeds without regard to pedestrians, oncoming traffic, or parked vehicles, and the racers, participants and stunters drive quickly from the street to street, race and participate in stunts and reckless driving for several hours, and then move to different locations upon the arrival of law enforcement officers; and

WHEREAS, these activities often result in an increase in traffic accidents, felony and misdemeanor crimes, and calls for law enforcement service; and

WHEREAS, illegal street contests, exhibitions of speed, street races, street takeovers, sideshows, motorcycle stunting and reckless driving attract many spectators, and creates an environment in which illegal activities can thrive; and

WHEREAS, pursuant to California Vehicle Code sections 23103, et seq., and 23109, et seq., motor vehicle speed contests, reckless driving, exhibitions of speed conducted on public streets and highways, and reckless driving conducted on public streets, highways, and off-street parking facilities, as well as aiding and abetting in some of these violations, are already illegal under California law; and

WHEREAS, currently, the California Vehicle Code does not contain a section which specifically relates to the prohibition of spectators at illegal speed contests, exhibitions of speed, street races, street takeovers, sideshows, motorcycle stunting and reckless driving exhibitions; and

WHEREAS, as such, the City Council desires to make it a violation of the Compton Municipal Code to be a spectator at an illegal speed contest, an exhibition of speed, street race, street takeover, sideshow, motorcycle stunting and reckless driving exhibition on or in a public street, public highway or off-street parking facility, or to be present during preparations for such event; and

WHEREAS, the City Council further desires to declare that specified prior acts are admissible as evidence to show the propensity of a criminal defendant to be present at or attend illegal street contests, exhibitions of speed, street races, street takeovers, sideshows, motorcycle stunting and reckless driving exhibitions, if the prior act(s) occurred within three (3) years of a presently charged offense; and

WHEREAS, the City Council's action seeks to prohibit spectators at illegal speed contests, exhibitions of speed, street races, street takeovers, sideshows, motorcycle stunting and reckless driving exhibitions in order to significantly decrease this criminal activity in the City of Compton by targeting a clear, limited group, and now gives proper notice to citizens and non-citizens of the City of Compton as to which activities are unlawful;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMPTON DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. That Section 7-27 of the Compton Municipal Code entitled "SPECTATOR PROHIBITION AT ILLEGAL SPEED CONTEST OR EXHIBITIONS OF SPEED" is hereby amended to read as the following:

SPECTATORS PROHIBITED AT ILLEGAL SPEED CONTESTS, EXHIBITIONS OF SPEED, STREET RACES, STREET TAKEOVERS, SIDESHOWS, MOTORCYCLE STUNTING AND RECKLESS DRIVING EXHIBITIONS

SECTION 2. That **Section: 7-27.1. Purpose.**

The purpose of this section is to protect the health, safety and welfare of the citizens and business owners of the City of Compton by prohibiting spectators at illegal speed contests, exhibitions of speed, street races, street takeovers, sideshows, motorcycle stunting and reckless driving exhibitions with the aim of significantly curbing this criminal activity. This section targets a very clear, limited population and gives proper notice to citizens and non-citizens of the City of Compton as to what activities are lawful and what activities are unlawful. In discouraging spectators, the act of organizing and participating in illegal speed contests, exhibitions of speed, street races, street takeovers, sideshows, motorcycle stunting and reckless driving exhibitions will be discouraged.

SECTION 3. That **Section: 7-27.2. Definitions.**

For the purposes of this section the following definitions shall apply:

- a. **ILLEGAL MOTOR VEHICLE SPEED CONTEST OR ILLEGAL EXHIBITION OF SPEED** – Shall mean any speed contest or exhibition of speed referred to in California Vehicle Code Sections: 23109(a) and 23109(c), as may be amended from time to time.
- b. **EVENT** – Shall mean any speed contest or exhibition of speed referred to in California Vehicle Code Sections: 23109(a) and 23109(c), as may be amended from time to time.
- c. **PREPARATIONS FOR THE ILLEGAL MOTOR VEHICLE SPEED CONTEST OR ILLEGAL EXHIBITION OF SPEED** – Shall mean situations which include but are not limited to: (1) a group of motor vehicles or motorcycles or individuals has arrived at a location for the purpose of participation in or being spectators at the event; (2) a group of individuals has lined one or both sides of a public street or highway or off street parking facility for the purpose of participation in or being a spectator at the event; (3) a group of individuals has gathered on private property open to the general public without the consent of the owner, operator or agent thereof for the purpose of participating in or being a spectator at the event; (4) one or more individuals has impeded the free public use of a public street or highway or off street parking facility by actions, words, or physical barriers for the purpose of conducting the event; (5) one or more vehicles have lined up with motor(s) running for an illegal motor vehicle speed contest, exhibition of speed, street race,

street takeover, sideshow, motorcycle stunting or reckless driving exhibition; (6) one or more drivers are revving his/her engine or spinning his/her tires in preparation for the event; (7) an individual is stationed at or near one or more motor vehicles serving as a race starter; or (8) one or more motor vehicles are driving their vehicle(s) in a circular, semi-circular, straight or figure eight pattern.

- d. **SPECTATOR** – Shall mean any individual who is within 200 feet of an illegal motor vehicle speed contest, exhibition of speed, street race, street takeover, sideshow, motorcycle stunting and reckless driving exhibition, or at a location where preparations are being made for such activities, for the purpose of viewing, observing, watching, or witnessing the event without regard to whether the individual arrived at the event by driving a vehicle, riding as a passenger in a vehicle, walking, or arrived by some other means.
- e. **STREET RACE** – Shall mean any motor vehicle speed contest or motor vehicle exhibition of speed referred to in California Vehicle Code Sections: 23109(a) and 23109(c), as may be amended from time to time.
- f. **STREET TAKEOVER** and **SIDESHOW** – Shall mean an event in which one or more persons block or impede traffic on a street or highway for the purpose of performing motor vehicle stunts, street racing, or reckless driving for spectators referred to in California Vehicle Code Section: 23109(i)(2)(A), as may be amended from time to time.
- g. **MOTORCYCLE STUNTING** – Shall mean any use of a motorcycle for the purpose of acrobatic maneuvering to perform wheelies (the front wheel of the motorcycle comes off the ground), burnouts (keeping the motorcycle stationary and spinning its wheels which results in friction causing the tires to heat up and create smoke), or front wheelies/stoppies (the rear wheel of the motorcycle is lifted by abruptly applying the front brake).
- h. **RECKLESS DRIVING EXHIBITION** – Shall mean any exhibition of reckless driving referred to in California Vehicle Code Section: 23101, as may be amended from time to time.
- i. **OFFSTREET PARKING FACILITY** – Shall mean any public or private parking facility open and accessible to members of the public as referred to in California Vehicle Code Section: 12500(c), as may be amended from time to time.
- j. **VEHICLE** – Shall mean a device by which any person or property may be propelled, moved, or drawn upon a highway, excepting a device moved exclusively by human power or used exclusively upon stationary rails or tracks as referred to in California Vehicle Code Section: 670, as may be amended from time to time.
- k. **MOTOR VEHICLE** – Shall mean a vehicle that is self-propelled as referred to in California Vehicle Code Section: 415(a), as may be amended from time to time. Note: An “All-terrain vehicle” (ATV) is a motor vehicle as referred to in California Vehicle Code Section: 111(a), as may be amended from time to time.
- l. **MOTORCYCLE** – Shall mean a motor vehicle having a seat or saddle for the use of the rider, designed to travel on not more than three wheels in contact with the ground. Additionally, a motor vehicle that has four wheels in contact with the ground, two of which are a functional part of a sidecar, is a motorcycle as referred to in California Vehicle Code Section: 400(a) and 400(b), as may be amended from time to time.

SECTION 4. That Section: 7-27.3 Spectator at Illegal Speed Contest, Exhibition of Speed, Street Race, Street Takeover, Sideshow, Motorcycle Stunting and Reckless Driving Exhibition.

- a. Any individual who is knowingly present as a spectator, either on a public street or highway, or on private property open to the general public without consent of the owner, operator, or agent thereof, at an illegal motor vehicle speed contest, exhibition of speed, street race, street takeover, sideshow, motorcycle stunting and reckless driving exhibition is guilty of a misdemeanor subject to a maximum of six months in jail and a fine of \$1,000.00.
- b. Any individual who is knowingly present as a spectator, either on a public street or highway, or on private property open to the general public without consent of the owner, operator or agent thereof, where preparations are being made for an illegal motor vehicle speed contest, exhibition of speed, street race, street takeover, sideshow, motorcycle stunting and reckless driving exhibition is guilty of a misdemeanor subject to a maximum of six months in jail and a fine of \$1,000.00.
- c. An individual is present at the illegal motor vehicle speed contest, exhibition of speed, street race, street takeover, sideshow, motorcycle stunting or reckless driving exhibition if that individual is within 200 feet of the location of the event, or within 200 feet of the location where preparations are being made for the event.
- d. Exemption: Nothing in this section prohibits law enforcement officers or their agents from being spectators at an illegal motor vehicle speed contest, exhibition of speed, street race, street takeover, sideshow, motorcycle stunting or reckless driving exhibition in the course of their duties.

SECTION 5. That Section: 7-27.4. Relevant Factors to Prove a Spectator Ban; Violation.

Notwithstanding any other provision of law, to prove a violation of Subsection 7-27.3, admissible evidence may include, but is not limited to, any of the following:

- a. Time of day;
- b. The nature and description of the scene, including the number and configuration of traffic lanes;
- c. The number of people at the scene;
- d. The location of the individual charged in relation to any individual or group present at the scene;
- e. The number, description and type of motor vehicles at the scene;
- f. That the individual charged drove or was transported to the scene;
- g. That the motor vehicles at the scene have been modified or altered to increase power, handling, or visual appeal;
- h. That the person charged admitted to being a spectator at an illegal motor vehicle speed contest, exhibition of speed, street race, street takeover, sideshow, motorcycle stunting or reckless driving exhibition;

- i. That the individual charged has previously participated in an illegal motor vehicle speed contest, exhibition of speed, street race, street takeover, sideshow, motorcycle stunting or reckless driving exhibition;
- j. That the individual charged has previously aided and abetted an illegal motor vehicle speed contest, exhibition of speed, street race, street takeover, sideshow, motorcycle stunting or reckless driving exhibition;
- k. That the individual charged has previously attended an illegal motor vehicle speed contest, exhibition of speed, street race, street takeover, sideshow, motorcycle stunting or reckless driving exhibition;
- l. That the individual charged previously was present at a location where preparations were being made for an illegal motor vehicle speed contest, exhibition of speed, street race, street takeover, sideshow, motorcycle stunting or reckless driving exhibition;

SECTION 6. That Section: 7-27.5. Admissibility of Prior Acts.

The list of circumstances set forth in Subsection 7-27.4 is not exclusive. Evidence of prior acts may be admissible to show the propensity of the defendant to be present at, or attend an illegal motor vehicle speed contest, exhibition of speed, street race, street takeover, sideshow, motorcycle stunting or reckless driving exhibition, if the prior act or acts occurred within three (3) years of the presently charged offense. These prior acts may always be admissible to show knowledge on the part of the defendant that an illegal motor vehicle speed contest, exhibition of speed, street race, street takeover, sideshow, motorcycle stunting or reckless driving exhibition was taking place at time of the presently charged offense. Prior acts are not limited to those that occurred within the City of Compton.

SECTION 7. That is Ordinance shall take effect thirty (30) days after its adoption.

SECTION 8. That the Mayor shall sign and the City Clerk shall attest to the adoption of this Ordinance and shall cause the same to be published as required by law.

ADOPTED this _____ day of _____ 2022.

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

**STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)
CITY OF COMPTON)**

I Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing Ordinance was adopted by the City Council, signed by the Mayor and attested by the City Clerk at a regular meeting thereof held on _____ day of _____ 2022.

**AYES: COUNCIL MEMBERS-
NOES: COUNCIL MEMBERS-
ABSTAIN: COUNCIL MEMBERS-
ABSENT: COUNCIL MEMBERS-**

CITY CLERK OF THE CITY OF COMPTON

April 26, 2022

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

FROM: CITY MANAGER

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON APPROVING FIRST QUARTER BUDGET AMENDMENT TO THE 2021-2022 FISCAL YEAR BUDGET, TRANSFERRING FUNDS BETWEEN VARIOUS ACCOUNTS, AND AMENDING THE EXISTING PERSONNEL SUMMARY

SUMMARY

Adoption of this resolution will authorize amendments to the Fiscal Year 2021-2022 Adopted Budget which was adopted by the City Council on June 22, 2021. Consistent with its commitment to prudence, the Council will review the First Quarter Fiscal Year 2021-2022 expenditures.

Based on this review, Council will consider a resolution to amend expenditure appropriations to address budgetary issues that arose between the adoption of the budget and the present. The City Manager is recommending adjustments needed in order to maintain a balanced budget and correct any inadvertent errors. All of these transactions are "cost neutral" (i.e. they do not increase or decrease net Budget appropriations).

BACKGROUND

The annual budget is a planning document used to fund policies and programs as directed by Council and is based on assumptions and projections. As a result of the daily monitoring, staff revised expenditures to make necessary budget corrections.

STATEMENT OF THE ISSUE

Budget Adjustment for Fiscal Year 2021-2022

The proposed budget amendments are all cost neutral and the total revenues and expenditures remain balanced as projected for the Fiscal Year 2021-2022 Adopted Budget.

The following budget transactions are necessary in order to add personnel positions that will increase the level in services provided and correct any inadvertent errors realized since the adoption of the Fiscal Year 2021-2022 Budget.

1) Bond Payment Adjustments

Per recommendation from the City Controller and external auditors, staff is reallocating the funding accounts for Lease Revenue Bonds (2008 & 2016), and Successor Agency Bonds. This reallocation of payments does not affect the overall budget balancing and only transfers the payments to different fund accounts. The following are the proposed changes:

Decrease Expenditure Accounts:

• 1001-610-000-4282	Interest Expense	\$1,435,613.00
• 1001-610-000-4297	Debt Service Payment	\$2,185,000.00
• 1201-910-000-4282	Interest Expense	\$4,682,226.00
• 1201-910-000-4297	Debt Service Payment	\$3,375,000.00
Total		\$11,667,839.00

Increase Expenditure Accounts:

• 1201-910-000-4290	Contrib. to Oth. Funds	\$8,057,226.00
• 1001-610-000-4290	Contrib. to Oth. Funds	\$3,620,613.00
Total		\$11,667,839.00

Increase Revenue Accounts (Transfer-In):

• 3030-610-000-3902	Contrib. from Oth. Funds	\$3,620,613.00
• 3070-000-000-3902	Contrib. from Oth. Funds	\$2,590,875.00
• 3080-000-000-3902	Contrib. from Oth. Funds	\$2,960,448.00
• 3090-000-000-3902	Contrib. from Oth. Funds	\$2,505,903.00
Total		\$11,667,839.00

Increase Revenue Accounts (Transfer-In):

• 3030-610-000-4282	Interest Expense	\$428,488.00
• 3030-610-000-4297	Debt Service Payment	\$545,000.00
• 3030-610-016-4282	Interest Expense	\$1,007,125.00
• 3030-610-016-4297	Debt Service Payment	\$1,640,000.00
• 3070-000-000-4282	Interest Expense	\$1,075,875.00
• 3070-000-000-4297	Debt Service Payment	\$1,515,000.00
• 3080-000-000-4282	Interest Expense	\$2,960,448.00
• 3090-000-000-4282	Interest Expense	\$1,860,000.00
• 3090-000-000-4297	Debt Service Payment	\$645,903.00
Total		\$11,667,839.00

**Staff Report – Resolution Approving Corrections
FY 2021-22 Budget Amendments/Transferring
Funds Between Various Accounts
April 26, 2022, page 3**

2) Revised Budget Pages

Staff used a new software to produce the Fiscal Year 2021-2022 Budget Book (Book) and identified pages in the book that were tabulated incorrectly and reflected the wrong totals being displayed in the Fund Summary pages.

The effected pages have been updated to reflect the correct totals and staff will update the Fiscal Year 2021-2022 Adopted Budget Book available in the City Clerk's Office as well as the online version on the City's website.

A summation of the effected pages and corrections are below with detailed descriptions following:

Page	Section	Original Total	Updated Total
39	Community Development	\$8,976,361.00	\$18,710,295.00
39	Housing Successor	0	\$185,500.00
39	Public Works – Engineering	\$41,558,285.00	\$43,648,085.00
39	Successor Agency – Financing Requirements	\$12,947,626.00	\$14,365,445.00
39	Operating Transfer Out	0	\$13,857,226.00
39	Operating Transfers In	0	\$13,857,226.00
187	SARAFF	\$14,334,853.00	\$14,444,428.00
187	Interest Revenue Income – Fund 1201	0	\$592,431.00
187	Interest Revenue Income – Fund 3002	0	\$79,486.00
187	Interest Revenue Income – Fund 3070	0	\$20,723.00
187	Interest Revenue Income – Fund 3080	0	\$49,779.00
187	Interest Revenue Income – Fund 3090	0	\$19,306.00
187	Transfer In - Tax Allocation Bond Successor Agency	\$5,800,000.00	\$5,800,000.00
187	Transfer In – Successor Agency Bond 2010A	\$2,590,875.00	\$2,590,875.00

**Staff Report – Resolution Approving Corrections
FY 2021-22 Budget Amendments/Transferring
Funds Between Various Accounts
April 26, 2022, page 4**

Page	Section	Original Total	Updated Total
187	Transfer In – Successor Agency Bond 2010B	\$2,960,448.00	\$2,960,448.00
187	Transfer In – Successor Agency Bond 2010C	\$2,505,903.00	\$2,505,903.00
187	Department Total	\$26,619,3523.00	\$28,222,671.00
22	Actual Revenue Receipt at April 30, 2021	0	\$40,493,594.00
39	Total Expenses	\$197,830,633.00	\$223,104,327.00
39	Total Revenue	\$197,554,181.00	\$233,808,432.00

The changes to properly reflect correct fund balances are as follows:

- On Page 39 of the Budget Book, total expenses are listed \$197,830,633. This was incorrect because the line above it, on the same page, the total department expenses did not represent the accurate totals. For the Department of Community Development the total should have displayed as \$18,710,295. For the Department of Housing Successor the total that should \$185,500. For the Department of Public Works-Engineering, the amount that should have been displayed was \$43,648,085. On Pages 101 and 163 are the amounts that are shown as the total for each department respectively.
- On Page 39, the department total for Successor Agency mistakenly only showed expenses as \$12,947,626. Further on Page 1 of the Successor Agency Section, total “Financing Requirements” should have displayed a total of \$14,365,445 for Fund 1201. This is made up of “Transfers-Out” to the Successor Agency Debt Service Funds with a total amount of \$13,857,226, as well as personnel costs of \$86,219 and operations & maintenance costs of \$422,000. The Financing Requirements Section should also have displayed the amount of \$13,857,226 as Principal & Interest Debt Service costs that will be paid out of the Successor Agency Debt Service Fund, only after having a “Transfer-In” of \$13,857,226 from Successor Agency Fund 1201 as described earlier in the paragraph. On the same page of the Successor Agency Section for the table “Resources/Revenue Amounts” the adopted amount of SARAFF revenue should have been stated as \$14,444,428. Also in the “Resources/Revenue Amounts” should have been reported that Interest Revenue Income was anticipated to be as follows: \$592,431

**Staff Report – Resolution Approving Corrections
FY 2021-22 Budget Amendments/Transferring
Funds Between Various Accounts
April 26, 2022, page 5**

for Fund 1201; \$79,486 for Fund 3002; \$20,723 for Fund 3070; \$49,779 for Fund 3080; \$19,306 for Fund 3090. Further within the same table, the revenue source name of “Transfer-In” should have been combined with the following resource descriptions: Tax Allocation Bond Successor Agency should have been stated as “Transfer-In Tax Allocation Bond Successor Agency;” Successor Agency Bond 2010A should have been stated as “Transfer-In Successor Agency Bond 2010A;” Successor Agency Bond 2010B should have been stated as “Transfer-In Successor Agency Bond 2010B;” Successor Agency Bond 2010C should have been stated as “Transfer-In Successor Agency Bond 2010C.” The total amount for the entire group of Successor Agency related funds was supposed to be shown for Financing Requirements was the sum of \$13,857,226 and \$14,365,445, or \$28,222,671. The total amount for the entire group of Successor Agency Funds was supposed to be shown for Resource/Revenue amount was supposed to be the sum of \$14,444,428, \$761,725 (Interest Revenue total across all Successor Agency funds), \$13,857,226 (Transfers-In), \$30,592 (Contributions from Retirement Fund). This yields a total of \$29,093,971. This analysis shows that the anticipated revenues for the Successor Agency related group of funds is greater than the anticipated expenses for the same group of funds. The total expenditures of \$28,222,671 should have been listed as the “Departmental Total” for Successor Agency expenses on Page 39. Total expenses (including “Transfers-Out”) should have been \$223,104,327 on Page 39 of the Budget Book.

- On Page 39, the total of revenues that were stated were \$167,105,939. However, unfortunately the budget book did not properly pull all of the revenues into the correct totals from all the other sections of the budget. Additionally, as mentioned earlier, the total revenues for Successor Agency related group of funds was \$29,093,971 (including Transfers-In). If the revenues had summed correctly, including the Transfers-In, and with the updated SARAFF anticipated revenue as mentioned earlier, then the total of revenues should have been stated as \$193,314,938 on Page 39.
- On Page 22, in the column “Actual Revenue Receipt at April 30, 2021” the amount of \$40,493,594 should have been stated. This was the amount of Bond Proceeds that were obtained by the City in March of 2021 and that were available as part of the Beginning Fund Balance in Fund 3031 (Debt Service related to MTA Bonds).

**Staff Report – Resolution Approving Corrections
FY 2021-22 Budget Amendments/Transferring
Funds Between Various Accounts
April 26, 2022, page 6**

- The total of anticipated revenues and Transfers-In (\$193,314,938) plus the amount of bond proceeds available in Fund Balance at beginning of Fiscal Year 2021-2022 (\$40,493,494) yields a total of \$233,808,432 that is available to cover the anticipated total expenditures of \$223,104,327, yielding a balanced budget, where anticipated expenditures do not exceed anticipated funding sources.

Staff will update the in the Fiscal Year 2021-2022 Adopted Budget Book available in the City Clerk's Office as well as the online version on the City's website.

3) Sheriff's Department

At the Council's request, staff coordinated a Street Takeover Task Force to address the growing issue with street racing within the City's limits. This task force was outside the scope of services covered under the current contract with Los Angeles County Sheriff's Department, so additional funds are needed to cover the expense.

Decrease Budget Accounts:

• 1004-610-000-4269	Measure P	\$ 40,000.00
	Total	\$ 40,000.00

Increase Budget Accounts:

• 1001-680-000-4271	Sheriff's Department	\$ 40,000.00
	Total	\$ 40,000.00

4) Additional Positions and Increase Level of Services

City Manager's Office:

The City Manager's Office is in need of some additional assistance with clerical and administrative duties. A staff member is needed to assist the City Manager with monitoring, tracking, and addressing constituent concerns with City services that are brought to the City's attention. In addition, the position will be responsible for coordinating special projects and other duties as assigned. The City Manager is recommending we use salary savings to add a Special Assistant to the City Manager's Budget to provide these services. The following budget amendment is required:

**Staff Report – Resolution Approving Corrections
FY 2021-22 Budget Amendments/Transferring
Funds Between Various Accounts
April 26, 2022, page 7**

Add Positions:

One (1) 1.0 FTE Special Assistant to the City Manager

Decrease Budget Accounts:

• 1001-670-000-4101	Salary Savings	\$ 25,740.00
	Total	\$ 25,740.00

Increase Budget Accounts:

• 1001-510-000-4101	Permanent Salaries	\$ 25,740.00
	Total	\$ 25,740.00

The proposed budget amendments adds a personnel position that will increase the level in services provided and correct any inadvertent errors while maintaining a balanced 2021-2022 Fiscal Year Budget. All changes are to take effect on the approval of this resolution.

FISCAL IMPACT

The City of Compton has a balanced budget and the recommendations are cost neutral and does not have a negative impact on the City's balanced budget for FY 2021-2022.

ALTERNATIVE

The City Council has the option of considering these recommendation individually, collectively, or in the numbered groups and then direct staff accordingly.

RECOMMENDATION

Staff recommends that the City Council adopt the attached Resolution authorizing the City Manager to make budget amendments to the Fiscal Year 2021-2022 Budget.

**THOMAS THOMAS
CITY MANAGER**

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON
APPROVING FIRST QUARTER BUDGET AMENDMENT TO THE
2021-2022 FISCAL YEAR BUDGET, TRANSFERRING FUNDS
BETWEEN VARIOUS ACCOUNTS, AND AMENDING THE EXISITING
PERSONNEL SUMMARY**

WHEREAS, pursuant to Resolution No. 25,512, the City Council of the City of Compton adopted the Fiscal Year 2021-2022 budget on June 22, 2021; and

WHEREAS, it is necessary in order to balance all expenditures, correct any inadvertent errors, and increase the City’s level of service; and

WHEREAS, staff has identified positions that can be funded using salary savings that was realized since the commencement of the Fiscal Year 2021-2022; and

WHEREAS, the City Manager’s office is in need of some additional assistance with clerical and administrative duties. A staff member is needed to assist with addressing constituent concerns with City services, coordinating special projects, answering phones, and other duties as assigned. The City Manager is recommending we use salary savings to add an Special Assistant to the City Manager to address this issue; and

WHEREAS, the City Council directed staff to coordinate a Street Takeover Task Force with the Los Angeles County Sheriff’s Department to address street racing within the City’s Limits. Such an operation was outside of the scope of services of the current contract and additional funding is needed to cover the expense; and

WHEREAS, the City Controller and external auditors have recommended that the Lease Revenue Bonds (2008 & 2016) funding accounts be reallocated to coincide the General Accepted Accounting Procedures for reporting purposes; and

WHEREAS, as originally reported in the Adopted Fiscal Year 2021-2022 Budget, errors were found in the totals of various pages of the budget that require correction. Staff recommends the following pages be amended to show the true allocations be reflected in the budget:

Page	Section	Original Total	Updated Total
39	Community Development	\$8,976,361.00	\$18,710,295.00
39	Housing Successor	0	\$185,500.00
39	Public Works – Engineering	\$41,558,285.00	\$43,648,085.00
39	Successor Agency – Financing Requirements	\$12,947,626.00	\$14,365,445.00
39	Operating Transfer Out	0	\$13,857,226.00
39	Operating Transfers In	0	\$13,857,226.00
187	SARAFF	\$14,334,853.00	\$14,444,428.00
187	Interest Revenue Income – Fund 1201	0	\$592,431.00
187	Interest Revenue Income – Fund 3002	0	\$79,486.00
187	Interest Revenue Income – Fund 3070	0	\$20,723.00
187	Interest Revenue Income – Fund 3080	0	\$49,779.00
187	Interest Revenue Income – Fund 3090	0	\$19,306.00

187	Transfer In - Tax Allocation Bond Successor Agency	\$5,800,000.00	\$5,800,000.00
187	Transfer In – Successor Agency Bond 2010A	\$2,590,875.00	\$2,590,875.00
187	Transfer In – Successor Agency Bond 2010B	\$2,960,448.00	\$2,960,448.00
187	Transfer In – Successor Agency Bond 2010C	\$2,505,903.00	\$2,505,903.00
187	Department Total	\$26,619,3523.00	\$28,222,671.00
22	Actual Revenue Receipt at April 30, 2021	0	\$40,493,594.00
39	Total Expenses	\$197,830,633.00	\$223,104,327.00
39	Total Revenue	\$197,554,181.00	\$233,808,432.00

WHEREAS, Staff will update the in the Fiscal Year 2021-2022 Adopted Budget Book available in the City Clerk’s Office as well as the online version on the City’s website; and

WHEREAS, the proposed Budget Amendments add personnel positions that will increase the level in services provided and correct any inadvertent errors while maintaining a balanced 2021-2022 Fiscal Year Budget. All changes are to take effect on the approval of this resolution.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMPTON DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That the City Manager is hereby authorized to make the following budget amendment to the Fiscal Year 2021-2022 Adopted Budget for Bond Payments (2008 & 2016):

Decrease Expenditure Accounts:			
•	1001-610-000-4282	Interest Expense	\$1,435,613.00
•	1001-610-000-4297	Debt Service Payment	\$2,185,000.00
•	1201-910-000-4282	Interest Expense	\$4,682,226.00
•	1201-910-000-4297	Debt Service Payment	\$3,375,000.00
Total			\$11,667,839.00
Increase Expenditure Accounts:			
•	1201-910-000-4290	Contrib. to Oth. Funds	\$8,057,226.00
•	1001-610-000-4290	Contrib. to Oth. Funds	\$3,620,613.00
Total			\$11,667,839.00
Increase Revenue Accounts (Transfer-In):			
•	3030-610-000-3902	Contrib. from Oth. Funds	\$3,620,613.00
•	3070-000-000-3902	Contrib. from Oth. Funds	\$2,590,875.00
•	3080-000-000-3902	Contrib. from Oth. Funds	\$2,960,448.00
•	3090-000-000-3902	Contrib. from Oth. Funds	\$2,505,903.00
Total			\$11,667,839.00
Increase Revenue Accounts (Transfer-In):			
•	3030-610-000-4282	Interest Expense	\$428,488.00
•	3030-610-000-4297	Debt Service Payment	\$545,000.00
•	3030-610-016-4282	Interest Expense	\$1,007,125.00
•	3030-610-016-4297	Debt Service Payment	\$1,640,000.00
•	3070-000-000-4282	Interest Expense	\$1,075,875.00
•	3070-000-000-4297	Debt Service Payment	\$1,515,000.00

• 3080-000-000-4282	Interest Expense	\$2,960,448.00
• 3090-000-000-4282	Interest Expense	\$1,860,000.00
• 3090-000-000-4297	Debt Service Payment	\$645,903.00
	Total	\$11,667,839.00

SECTION 2. That the City Manager is hereby authorized to update the Fiscal Year 2021-2022 Budget Book to reflect the updated pages.

SECTION 3. That the City Manager is hereby authorized to make the following budget amendment to the Fiscal Year 2021-2022 Adopted Budget for Sheriff Department allocation:

Decrease Budget Accounts:

• 1004-610-000-4269	Salary Savings	\$ 40,000.00
	Total	\$ 40,000.00

Increase Budget Accounts:

• 1001-680-000-4271	Permanent Salaries	\$ 40,000.00
	Total	\$ 40,000.00

SECTION 4. That the City Manager is hereby authorized to make the following budget amendment to the Fiscal Year 2021-2022 Adopted Budget for Additional Positions and Increase Level of Services - City Manager’s Office:

Add Positions:

- One (1) 1.0 FTE Special Assistant to the City Manager

Decrease Budget Accounts:

• 1001-670-000-4101	Salary Savings	\$ 25,740.00
	Total	\$ 25,740.00

Increase Budget Accounts:

• 1001-510-000-4101	Permanent Salaries	\$ 25,740.00
	Total	\$ 25,740.00

SECTION 5. That all changes are to take effect immediately.

SECTION 6. That a certified copy of this Resolution shall be filed in the Offices of the City Clerk, City Attorney, City Manager and City Controller.

SECTION 7. That the Mayor shall sign and the City Clerk shall attest to the adoption of this Resolution.

ADOPTED this _____ day of _____, 2022.

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON: ss

Resolution No. _____
Page 4

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing Resolution was adopted by the City Council, signed by the Mayor, and attested by the City Clerk at a regular meeting thereof held on the _____ day of _____, 2022.

That said Resolution was adopted by the following vote, to wit:

AYES: COUNCIL MEMBERS-
NOES: COUNCIL MEMBERS-
ABSENT: COUNCIL MEMBERS-
ABSTAIN: COUNCIL MEMBERS-

CITY CLERK OF THE CITY OF COMPTON

April 26, 2022

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: CITY MANAGER

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ENTER INTO A GENERAL SERVICES AGREEMENT (GSA) WITH THE COUNTY OF LOS ANGELES FOR AN ADDITIONAL FIVE YEARS FROM FISCAL YEAR 2022-2027 FOR VARIOUS PUBLIC WORKS RELATED SERVICES

SUMMARY

Adoption of this resolution will authorize the City Manager to enter into a General Services Agreement (GSA) with the County of Los Angeles for an additional five years from Fiscal Years 2022-2027 for various Public Works related services.

BACKGROUND

The County of Los Angeles (County) provides a number of miscellaneous public services on an “as-needed” basis through the execution of a General Services Agreement (GSA). These services include such functions as predatory animal control, prosecution of City ordinances, direct assessment collection and a variety of public works activities. The General Services Agreement have been executed with most cities and a number of public entities within the County of Los Angeles.

The City of Compton has contracted, pursuant to the General Services Agreement (“GSA”) with the County of Los Angeles, to provide various miscellaneous services such as traffic engineering services, striping/markings and a variety of public works services as requested by the City from the County of Los Angeles on an “as needed” basis.

On March 14, 2017, pursuant to Resolution No. 24,538, the City Council authorized the City Manager to enter into a General Services Agreement with the County of Los Angeles from July 1, 2017 through June 30, 2022. The current GSA is set to expire on June 30, 2022 and the City desires to renew the agreement for an additional five years commencing on July 1, 2022 through June 30, 2027.

STATEMENT OF THE ISSUE

The General Services Agreement is general in nature and provides authority for the County to provide services requested by the City and specifies the method by which the City requests and pays services from the County.

From time to time, the City of Compton may find the need to utilize the services provided by the County of Los Angeles (County). In order to allow for these type of services, a General Services Agreement (GSA) between the City and the County should be put in place subject to the approval of the County Board of Supervisors and the City Council.

The current General Services Agreement between the City of Compton and the County of Los Angeles will expire on June 30, 2022 and the City finds that renewing the agreement is beneficial to the City.

Therefore, in order for the City Manager to enter into a General Services Agreement (GSA) with the County of Los Angeles for an additional five years from July 1, 2022 through June 30, 2027, City Council's authorization is necessary.

FISCAL IMPACT

Rates for the services provided under the GSA are determined by the County Auditor-Controller annually effective on July 1 of each year to reflect the cost of such services in accordance with the policies and procedures for the determination of such rates as adopted by the County Board of Supervisors. Costs would only be incurred if and when the City requests the services. In FY2021-2022 there is sufficient budget in 1001-710-000-4262 to cover the anticipated costs for the remainder of the fiscal year. In future fiscal years, sufficient funds will be budgeted and checked as well before a purchase order is opened for such expenditures.

ALTERNATIVE

The City desires to utilize the services of the County of Los Angeles on an "as needed" basis. Therefore, no other alternatives are being recommended at this time.

RECOMMENDATION

Staff recommends the adoption of the attached Resolution.

**JOHN D. STRICKLAND, JR., PROJECT MANAGER
PUBLIC WORKS ENGINEERING DEPARTMENT**

APPROVED FOR FORWARDING:

**THOMAS THOMAS
CITY MANAGER**

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON
AUTHORIZING THE CITY MANAGER TO ENTER INTO A GENERAL
SERVICES AGREEMENT (GSA) WITH THE COUNTY OF LOS
ANGELES FOR AN ADDITIONAL FIVE YEARS FROM FISCAL YEAR
2022-2027 FOR VARIOUS PUBLIC WORKS RELATED SERVICES**

WHEREAS, adoption of this resolution will authorize the City Manager to enter into a General Services Agreement (GSA) with the County of Los Angeles for an additional five years from Fiscal Years 2022-2027 for various Public Works related services; and

WHEREAS, the County of Los Angeles (County) provides a number of miscellaneous public services on an “as-needed” basis through the execution of a General Services Agreement (GSA); and

WHEREAS, these services include such functions as predatory animal control, prosecution of City ordinances, direct assessment collection and a variety of public works activities and the General Services Agreement have been executed with most cities and a number of public entities within the County of Los Angeles; and

WHEREAS, the City of Compton has contracted, pursuant to the General Services Agreement (“GSA”) with the County of Los Angeles, to provide various miscellaneous services such as traffic engineering services, striping/markings and a variety of public works services as requested by the City from the County of Los Angeles on an “as needed” basis; and

WHEREAS, on March 14, 2017, pursuant to Resolution No. 24,538, the City Council authorized the City Manager to enter into a General Services Agreement with the County of Los Angeles from July 1, 2017 through June 30, 2022; and

WHEREAS, the current GSA is set to expire on June 30, 2022 and the City desires to enter into an agreement for an additional five years commencing on July 1, 2022 through June 30, 2027; and

WHEREAS, the General Services Agreement is general in nature and provides authority for the County to provide services requested by the City and specifies the method by which the City requests and pays services from the County; and

WHEREAS, from time to time, the City of Compton may find the need to utilize the services provided by the County of Los Angeles (County) and in order to allow for these type of services, a General Services Agreement (GSA) between the City and the County should be put in place, subject to the approval of the County Board of Supervisors and the City Council; and

WHEREAS, the current General Services Agreement between the City of Compton and the County of Los Angeles will expire on June 30, 2022 and the City finds that renewing the agreement is beneficial to the City; and

WHEREAS, rates for the services provided under the GSA are determined by the County Auditor-Controller annually effective on July 1 of each year to reflect the cost of such services in accordance with the policies and procedures; and

WHEREAS, the determination of such rates as adopted by the County Board of Supervisors and costs would only be incurred if and when the City requests the services.

WHEREAS, in order for the City Manager to enter into a General Services Agreement (GSA) with the County of Los Angeles for an additional five years from July 1, 2022 through June 30, 2027, City Council's authorization is necessary.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMPTON DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. That the City Manager, upon the advice of the City Attorney, is hereby authorized to enter into a General Services Agreement (GSA) with the County of Los Angeles for an additional five years from Fiscal Year 2022-2027, effective July 1, 2022 through June 30, 2027.

Section 2. That the General Services Agreement is general in nature and provides authority for the County to provide services requested by the City and specifies the method by which the City requests and pays services from the County.

Section 3. That rates for the services provided under the GSA are determined by the County Auditor-Controller annually effective on July 1 of each year to reflect the cost of such services in accordance with the policies and procedures for the determination of such rates as adopted by the County Board of Supervisors and costs would only be incurred if and when the City requests the services.

Section 4. That funds will be allocated and a purchase order generated for the services provided under the General Services Agreement from future approved City budgets.

Section 5. That a copy of this Resolution shall be filed in the offices of the City Manager, City Controller, City Clerk, City Attorney, and Public Works Engineering Department.

Section 6. That the Mayor shall sign and the City Clerk shall attest to the adoption of this Resolution.

ADOPTED this _____ day of _____, 2022.

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss
CITY OF COMPTON)

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing Resolution was adopted by the City Council, signed by the Mayor and attested by the City Clerk at a regular meeting thereof held this _____ day of _____, 2022.

That said Resolution was adopted by the following vote, to wit:

AYES:	COUNCIL MEMBERS-
NOES:	COUNCIL MEMBERS-
ABSTAIN:	COUNCIL MEMBERS-
ABSENT:	COUNCIL MEMBERS-

CITY CLERK OF THE CITY OF COMPTON

GENERAL SERVICES AGREEMENT

THIS GENERAL SERVICES AGREEMENT ("Agreement"), dated for purposes of reference only, July 1, 2022, is made by and between the County of Los Angeles, hereinafter referred to as the "County", and the City of Compton, hereinafter referred to as the "City."

RECITALS:

(a) The City is desirous of contracting with the County for the performance by its appropriate officers and employees of City functions.

(b) The County is agreeable to performing such services on the terms and conditions hereinafter set forth.

(c) Such contracts are authorized and provided for by the provisions of Section 56½ of the Charter of the County of Los Angeles and Section 51300, *et seq.*, of the Government Code.

THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. The County agrees, through its officers, agents and employees, to perform those City functions, which are hereinafter provided for.

2. The City shall pay for such services as are provided under this Agreement at rates to be determined by the County Auditor-Controller in accordance with the policies and procedures established by the Board of Supervisors.

These rates shall be readjusted by the County Auditor-Controller annually effective the first day of July of each year to reflect the cost of such service in accordance with the policies and procedures for the determination of such rates as adopted by the Board of Supervisors of County.

3. No County agent, officer or department shall perform for said City any

function not coming within the scope of the duties of such agent, officer or department in performing services for the County.

4. No service shall be performed hereunder unless the City shall have available funds previously appropriated to cover the cost thereof.

5. No function or service shall be performed hereunder by any County agent, officer or department unless such function or service shall have been requested in writing by the City on order of the City Council thereof or such officer as it may designate and approved by the Board of Supervisors of the County, or such officer as it may designate, and each such service or function shall be performed at the times and under circumstances which do not interfere with the performance of regular County operations.

6. Whenever the County and City mutually agree as to the necessity for any such County agent, officer or department to maintain administrative headquarters in the City, the City shall furnish at its own cost and expense all necessary office space, furniture, and furnishings, office supplies, janitorial service, telephone, light, water, and other utilities. In all instances where special supplies, stationery, notices, forms and the like must be issued in the name of the City, the same shall be supplied by the City at its expense.

It is expressly understood that in the event a local administrative office is maintained in the City for any such County agent, officer or department, such quarters may be used by the County agent, officer or department in connection with the performance of its duties in territory outside the City and adjacent thereto provided, however, that the performance of such outside duties shall not be at any additional cost to the City.

7. All persons employed in the performance of such services and functions for

the City shall be County agents, officers or employees, and no City employee as such shall be taken over by the County, and no person employed hereunder shall have any City pension, civil service, or other status or right.

For the purpose of performing such services and functions, and for the purpose of giving official status to the performance hereof, every County agent, officer and employee engaged in performing any such service or function shall be deemed to be an agent, officer or employee of said City while performing service for the City within the scope of this agreement.

8. The City shall not be called upon to assume any liability for the direct payment of any salary, wages or other compensation to any County personnel performing services hereunder for the City, or any liability other than that provided for in this agreement.

Except as herein otherwise specified, the City shall not be liable for compensation or indemnity to any County employee for injury or sickness arising out of his or her employment.

9. The parties hereto have executed an Assumption of Liability Agreement approved by the Board of Supervisors on December 27, 1977 and/or a Joint Indemnity Agreement approved by the Board of Supervisors on October 8, 1991. Whichever of these documents the City has signed later in time is currently in effect and hereby made a part of and incorporated into this agreement as set out in full herein. In the event that the Board of Supervisors later approves a revised Joint Indemnity Agreement and the City executes the revised agreement, the subsequent agreement as of its effective date shall supersede the agreement previously in effect between the parties hereto.

10. Each County agent, officer or department performing any service for the

City provided for herein shall keep reasonably itemized and in detail work or job records covering the cost of all services performed, including salary, wages and other compensation for labor, supervision and planning, plus overhead, the reasonable rental value of all County-owned machinery and equipment, rental paid for all rented machinery or equipment, together with the cost of an operator thereof when furnished with said machinery or equipment, the cost of all machinery and supplies furnished by the County, reasonable handling charges, and all additional items of expense incidental to the performance of such function or service.

11. All work done hereunder is subject to the limitations of the provisions of Section 23008 of the Government Code, and in accordance therewith, before any work is done or services rendered pursuant hereto, an amount equal to the cost or an amount 10% in excess of the estimated cost must be reserved by the City from its funds to ensure payment for work, services or materials provided hereunder.

12. The County shall render to the City at the close of each calendar month an itemized invoice which covers all services performed during said month, and the City shall pay County therefore within thirty (30) days after date of said invoice.

If such payment is not delivered to the County office which is described on said invoice within thirty (30) days after the date of the invoice, the County is entitled to recover interest thereon. Said interest shall be at the rate of seven (7) percent per annum or any portion thereof calculated from the last day of the month in which the services were performed.

13. Notwithstanding the provisions of Government Code Section 907, if such payment is not delivered to the County office which is described on said invoice within thirty (30) days after the date of the invoice, the County may satisfy such indebtedness,

including interest thereon, from any funds of any such City on deposit with the County without giving further notice to said City of County's intention to do so.

14. This Agreement shall become effective on the date herein-above first mentioned and shall run for a period ending June 30, 2027, and at the option of the City Council of the City, with the consent of the Board of Supervisors of County, shall be renewable thereafter for an additional period of not to exceed five (5) years.

15. In the event the City desires to renew this Agreement for said five-year period, the City Council shall not later than the last day of May 2027, notify the Board of Supervisors of County that it wishes to renew the same, whereupon the Board of Supervisors, not later than the last day of June 2027, shall notify the City Council in writing of its willingness to accept such renewal. Otherwise, such Agreement shall finally terminate at the end of the aforescribed period.

Notwithstanding the provisions of this paragraph herein-above set forth, the County may terminate this Agreement at any time by giving thirty (30) days' prior written notice to the City. The City may terminate this Agreement as of the first day of July of any year upon thirty (30) days' prior written notice to the County.

16. This Agreement is designed to cover miscellaneous and sundry services which may be supplied by the County of Los Angeles and the various departments thereof. In the event there now exists or there is hereafter adopted a specific contract between the City and the County with respect to specific services, such contract with respect to specific services shall be controlling as to the duties and obligations of the parties anything herein to the contrary notwithstanding, unless such special contract adopts the provisions hereof by reference.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers.

Executed this _____ day of _____ 2022.

ATTEST:

City Clerk

THE COUNTY OF LOS ANGELES

By _____

By _____
Chair, Board of Supervisors

ATTEST:

CELIA ZAVALA
Executive Officer/Clerk
of the Board of Supervisors

By _____
Deputy

APPROVED AS TO FORM:

RODRIGO A. CASTRO-SILVA
County Counsel

By _____
Senior Deputy

CITY OF COMPTON

By _____
EMMA SHARIF, MAYOR

By _____
THOMAS THOMAS, CITY MANAGER

Approved as to form:

By _____
ERIC PERRIDON, CITY ATTORNEY

ATTEST:

By _____
ALITA GODWIN, CITY CLERK