



AGENDA
REGULAR MEETING OF THE MAYWOOD CITY COUNCIL AND THE
SUCCESSOR AGENCY TO THE MAYWOOD COMMUNITY
REDEVELOPMENT AGENCY

WEDNESDAY, FEBRUARY 9, 2022 AT 7:00 PM

Maywood City Council Chambers
4319 E. Slauson Avenue, Maywood, CA 90270
www.cityofmaywood.com

I. CALL TO ORDER/ROLL CALL

CALL TO ORDER
ROLL CALL

II. CITY OFFICIALS

MAYOR
Heber Marquez

CITY CLERK
Flor Aguiluz

MAYOR PRO TEM
Frank Garcia

CITY TREASURER
Mary Mariscal

COUNCIL MEMBERS
Eduardo De La Riva
Ricardo Lara
Jessica Torres

CITY MANAGER
Jennifer E. Vasquez

CITY ATTORNEY
Roxanne Diaz

III. COVID-19 MEETING PROCEDURES

PUBLIC ADVISORY: This meeting will be conducted pursuant to the provisions of Government Code Section 54953(e) (as amended by AB 361), which authorizes teleconferenced meetings under the Brown Act in compliance with Government Code Section 54953(e) during a proclaimed State of Emergency. For this regular meeting, members of the City Council and City Staff are permitted to attend the meeting by teleconference and such teleconference locations are not accessible to the public and are not subject to special posting requirements. Some members of the City Council and staff may attend the meeting at City Hall in the City Council Chambers located at 4319 E. Slauson Avenue. The City Council Chambers, however, will not be open to the Public. The meeting will be broadcast using the Zoom platform as well

as broadcasted live on the City's Facebook page.

To maximize public health and safety while still maintaining transparency and public access, members of the public can observe and participate in the meeting virtually via Zoom or follow the meeting live via the City's Facebook page. Public participation is highly encouraged using the virtual platform. Below is information on how the public may observe and participate in the meeting.

If you would like to speak on an agenda item, you can access the meeting remotely via zoom :

Join by phone 1-669-900-6833 Enter Meeting ID: 891 8652 9828 Passcode: 091757

OR

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/89186529828?pwd=dXBWQTNUQlpKcWZBRUN4QkVsTEhCZz09>

Passcode: 091757

To participate in the meeting by providing public comment via teleconference/video conference:

Live real-time verbal public comments may be made by members of the public joining the meeting via Zoom. Zoom access information is provided above. Use the "raise hand" feature (for those joining by phone, press *9 to "raise hand") during the public participation period for agenda items or during the public participation period for non-agenda items. The Zoom Host will call on people to speak by name provided or last 4 digits of phone number.

Before the meeting: You can also submit your public comments for the record in advance by 4:30 pm the day of the meeting by email to shirley.quinones@cityofmaywood.org; or if you are unable to email, please call the City Clerk's Office at (323) 562-5714. Your comment will be made part of the written record but will NOT be read verbally at the meeting.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the Council meeting, please contact the City Clerk's Office, (323) 562-5714 within 48 hours of the meeting.

IV. MAYOR, COUNCILMEMBERS AND STAFF COMMENTS

V. PUBLIC PARTICIPATION (Agenda Items; Time allotted: 3 minutes)

Speakers wishing to address the City Council on an item on the agenda may use the instructions provided in section **III. COVID - 19 MEETING PROCEDURES** on page 1 of this agenda.

VI. PRESENTATIONS

CITY OF MAYWOOD GENERAL PLAN UPDATE

VII. PUBLIC HEARING

VIII. CONSENT CALENDAR

All matters listed under CONSENT CALENDAR are considered to be routine and can be acted on by one roll call vote. There will be no separate discussion of these items unless members of the City Council request specific items to be removed from the Consent Calendar for separate discussion or action.

1. MINUTES OF JANUARY 20, 2022 SPECIAL CITY COUNCIL MEETING
2. MINUTES OF JANUARY 26, 2022 CITY COUNCIL MEETING
3. RESOLUTION NO. 6219 OF THE CITY COUNCIL OF THE CITY OF MAYWOOD AND SUCCESSOR AGENCY TO THE MAYWOOD COMMUNITY REDEVELOPMENT AGENCY APPROVING THE WARRANTS FOR PAYMENT
4. RECONSIDERATION OF THE CIRCUMSTANCES OF THE COVID-19 STATE OF EMERGENCY TO DETERMINE WHETHER THE LEGISLATIVE BODIES OF THE CITY OF MAYWOOD WILL CONTINUE TO HOLD MEETINGS VIA TELECONFERENCING AND MAKING FINDINGS PURSUANT TO GOVERNMENT CODE SECTION 54953(e)(3).
5. CONSIDERATION OF RESOLUTION NO. 6220 DESIGNATING DIANE R. GLADWELL AS THE ELECTIONS OFFICIAL FOR THE CITY'S GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 8, 2022 AND APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH GLADWELL CONSULTING, INC., FOR ELECTION MANAGEMENT SUPPORT SERVICES
6. APPROVAL OF RESOLUTION NO. 6221 DESIGNATING THE APPOINTED MAYOR AS BANK SIGNATORY AND REMOVAL OF PRIOR MAYOR FROM BANK SIGNATORY.

IX. DISCUSSION/ACTION ITEMS

7. CONSIDERATION OF RESOLUTION NO. 6222 APPROVING AND ADOPTING A COMPREHENSIVE PAY SCHEDULE FOR ALL FULL-TIME EMPLOYEES, PART-TIME EMPLOYEES, AND ELECTED OFFICIALS IN ACCORDANCE WITH CALPERS GUIDELINES

X. CLOSED SESSION

Conference with Labor Negotiator; Government Code Section 54957.6; City Negotiator: City Manager; Employee Organization: Maywood Employees Association

XI. PUBLIC PARTICIPATION (Non-Agenda Items; Time allotted: 3 minutes)

Speakers wishing to address the City Council on a non- agenda item you may use the instructions provided in section **III. COVID - 19 MEETING PROCEDURES** on page 1 of this agenda.

XII. ADJOURNMENT - The next Regular Meeting of the Maywood City Council is Wednesday, February 23, 2022 at 7:00 p.m.

PUBLIC ACCESS TO MEETING AGENDA AND AGENDA PACKETS

I, _____, Flor Aguiluz, City Clerk or Shirley Quinones, Deputy City Clerk, hereby certify that this agenda was duly posted by law at 4319 E. Slauson Avenue, Maywood, CA 90270 and the City Website. Any public record, relating to an open session agenda item, that is distributed within 72 hours prior to the meeting is available for public inspection at the Maywood City Hall, 4319 E. Slauson Avenue, Maywood CA 90270. If you challenge in court any discussion or action taken concerning an item on this Agenda, you may be limited to rising only those issues you or someone else raised during the meeting or in written correspondence delivered to the City at or prior to the City's consideration of the item at the meeting. In compliance with the ADA, if you need special assistance for the meeting, call (323) 562-5723 within 72 hours prior to the meeting so the City can make reasonable arrangements to ensure accessibility.





MINUTES
SPECIAL MEETING OF THE MAYWOOD CITY COUNCIL AND THE
SUCCESSOR AGENCY TO THE MAYWOOD COMMUNITY
REDEVELOPMENT AGENCY

THURSDAY, JANUARY 20, 2022 AT 1:00 PM

I. CALL TO ORDER/ROLL CALL

Mayor Marquez called to order at approximately 1:03 p.m.

II. CITY OFFICIALS

MAYOR

Heber Marquez (teleconference)

CITY CLERK

Flor Aguiluz (absent)

MAYOR PRO TEM

Frank Garcia (teleconference)

CITY TREASURER

Mary Mariscal (absent)

COUNCIL MEMBERS

Eduardo De La Riva (teleconference)

Ricardo Lara (absent)

Jessica Torres (teleconference)

CITY MANAGER

Jennifer E. Vasquez (teleconference)

CITY ATTORNEY

Roxanne Diaz (teleconference)

STAFF PRESENT:

Hrant Manuelian, Finance Director (teleconference)

Steve Fowler, Director of Building and Planning (present)

Shirley Quinones, Deputy City Clerk (present)

III. COVID-19 MEETING PROCEDURES

PUBLIC ADVISORY: THE CITY COUNCIL CHAMBERS ARE NOT OPEN TO THE PUBLIC pursuant to the provisions of Government Code Section 54953(e) (as amended by AB 361), which authorizes teleconferenced meetings under the Brown Act in compliance with Government Code Section 54953(e) during a proclaimed State of Emergency.

OBSERVERS WERE ABLE TO VIEW THE MEETING LIVESTREAMED VIA THE CITY'S FACEBOOK AT:

<https://www.facebook.com/cityofmaywood> OR BY ZOOM AT:

or

<https://us02web.zoom.us/j/89498658834?pwd=WWd0M1ZTMdUzT3Boem1qNWNUMnI1UT09>

Passcode: 282024

Live real-time verbal public comments were made by members of the public joining the meeting via the Zoom platform.

IV. MAYOR, COUNCILMEMBERS AND STAFF COMMENTS

None

V. PUBLIC PARTICIPATION (Agenda Items; Time allotted: 3 minutes)

The following spoke on Non-Agenda items: None

VI. PRESENTATIONS

None

VII. PUBLIC HEARING

None

VIII. CONSENT CALENDAR

1. RECONSIDERATION OF THE CIRCUMSTANCES OF THE COVID-19 STATE OF EMERGENCY TO DETERMINE WHETHER THE LEGISLATIVE BODIES OF THE CITY OF MAYWOOD WILL CONTINUE TO HOLD MEETINGS VIA TELECONFERENCING AND MAKING FINDINGS PURSUANT TO GOVERNMENT CODE SECTION 54953(e)(3).

Motion to continue the authorization of Public Meetings of the City's Legislative Bodies to be held via teleconferencing pursuant to Government Code Section 54953(e) and make findings and determinations regarding the same by De La Riva. Second by Mayor Pro Tem Garcia. AYES: De La Riva, Torres, Garcia, Marquez . PASSES

IX. DISCUSSION/ACTION ITEMS

None

X. CLOSED SESSION

None

XI. PUBLIC PARTICIPATION (Non-Agenda Items; Time allotted: 3 minutes)

The following spoke on Non-Agenda items: None

XII. ADJOURNMENT

Meeting adjourned at approximately 1:07 p.m. to the next meeting of the Maywood City Council, Wednesday, January 26, 2022 at 7:00 p.m.

Heber Marquez, Mayor

ATTEST:

Flor Aguiluz, City Clerk



MINUTES
REGULAR MEETING OF THE MAYWOOD CITY COUNCIL AND THE
SUCCESSOR AGENCY TO THE MAYWOOD COMMUNITY
REDEVELOPMENT AGENCY

WEDNESDAY, JANUARY 26, 2022 AT 7:00 PM

I. CALL TO ORDER/ROLL CALL

Mayor Marquez called to order at approximately 7:02 p.m.

II. CITY OFFICIALS

MAYOR

Heber Marquez (present)

CITY CLERK

Flor Aguiluz (teleconference)

MAYOR PRO TEM

Frank Garcia (teleconference)

CITY TREASURER

Mary Mariscal (excused)

COUNCIL MEMBERS

Eduardo De La Riva (present)

Ricardo Lara (present)

Jessica Torres (teleconference)

CITY MANAGER

Jennifer E. Vasquez (present)

CITY ATTORNEY

Roxanne Diaz (teleconference)

STAFF PRESENT:

Hrant Manuelian, Finance Director (present)

Steve Fowler, Director of Building and Planning (present)

Shirley Quinones, Deputy City Clerk (present)

III. COVID-19 MEETING PROCEDURES

PUBLIC ADVISORY: THE CITY COUNCIL CHAMBERS ARE NOT OPEN TO THE PUBLIC pursuant to the provisions of Government Code Section 54953(e) (as amended by AB 361), which authorizes teleconferenced meetings under the Brown Act in compliance with Government Code Section 54953(e) during a proclaimed State of Emergency.

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<https://www.facebook.com/cityofmaywood> OR BY ZOOM AT:

Teleconference 1-669-900-6833 Meeting ID: 856 4664 6497 Passcode: 454682

or

Live real-time verbal public comments were made by members of the public joining the meeting via the Zoom platform.

IV. MAYOR, COUNCILMEMBERS AND STAFF COMMENTS

Mayor, Council Members and City Manager provided community updates.

V. PUBLIC PARTICIPATION (Agenda Items; Time allotted: 3 minutes)

The following spoke on Agenda items:

1) David Perez (via teleconference)

VI. PRESENTATIONS

SOCALGAS CLIMATE ADAPTATION AND RESILIENCY GRANT

SCG PRESENTERS: OSVALDO PENA AND GEOFF DANKER

Osvaldo "Ozzie" Pena from SoCal Gas awarded the City of Maywood with the \$50,000 SoCal Gas Climate Adaptation and Resiliency Grant.

SHERIFF'S UPDATE

Deputy Aguayo presented crime trends in the City of Maywood.

Newly assigned Sergeant Sotomayor gave a brief introduction of her experience.

Mayor Marquez presented a Certificate of Recognition to Sergeant Saucedo for her dedication and commitment to the residents and community to the City of Maywood.

VII. PUBLIC HEARING

A PUBLIC HEARING FOR THE PROPOSED USES OF THE COMMUNITY DEVELOPMENT BLOCK GRANT ALLOCATION FOR FISCAL YEAR 2022-2023 AND ADOPTION OF RESOLUTION NO. 6217 APPROVING THE FISCAL YEAR 2022-2023 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM BUDGET

Mayor Marquez opened the Public Hearing.

The following spoke on the Public Hearing item:

1) David Perez (via teleconference)

Motion to adopt Resolution 6217 approving the Fiscal Year 2022 - 2023 Community Development Block Grant Program Budget by De La Riva. Second by Lara. AYES: De La Riva, Lara, Torres, Garcia, Marquez . PASSES

VIII. CONSENT CALENDAR

1. MINUTES OF JANUARY 12, 2021

Motion to approve the Minutes of January 12, 2022 City County Meeting by De La Riva. Second by Garcia. AYES: De La Riva, Lara, Torres, Garcia, Marquez . PASSES

2. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAYWOOD AND SUCCESSOR AGENCY TO THE MAYWOOD COMMUNITY REDEVELOPMENT AGENCY APPROVING THE WARRANTS FOR PAYMENT

Motion to adopt Resolution No. 6216 of the City Council of the City of Maywood and Successor Agency to the Maywood Community Redevelopment Agency approving the Warrants for Payment by De La Riva. Second by Garcia. AYES: De La Riva, Lara, Torres, Garcia, Marquez . PASSES

3. REVENUE REPORT FROM JULY - DECEMBER 2021

Motion to receive and file the Revenue Report from July - December 2021 by De La Riva. Second by Garcia. AYES: De La Riva, Lara, Torres, Garcia, Marquez . PASSES

4. RESOLUTION NO. 6218 OF THE CITY COUNCIL OF CITY OF MAYWOOD AUTHORIZING STAFF TO SUBMIT STATE DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY SB 1383 LOCAL ASSISTANCE GRANT PROGRAM FY 2021-22 FUNDING APPLICATION

Motion to adopt Resolution No. 6218 authorizing staff to submit the State Department of Resources Recycling and Recovery SB 1383 Local Assistance Grant Program FY 2021-22 funding application; and authorize the City Manager to sign all applicable CalRecycle Grant documents by De La Riva. Second by Garcia. AYES: De La Riva, Lara, Torres, Garcia, Marquez . PASSES

5. CONSIDERATION OF AWARD OF CONSTRUCTION CONTRACT TO ONYX PAVING COMPANY, INC. FOR SIDEWALK REHABILITATION PROJECT FY 2020-2021 (CDBG)

Motion to award a contract to Onyx Paving for the FY 2020-21 Sidewalk Rehabilitation Project for a total amount of \$96,000 and authorize the Mayor to execute the contract in a form approved by the City Attorney by De La Riva.

Second by Garcia. AYES: De La Riva, Lara, Torres, Garcia, Marquez . PASSES

IX. DISCUSSION/ACTION ITEMS

6. CITY COUNCIL APPOINTMENT OF ONE MEMBER TO THE MAYWOOD PLANNING COMMISSION

Motion to appoint Diego Jimenez to the Maywood Planning Commission to complete the term of Planning Commission Seat #4 expiring on May 15, 2022 by Mayor Marquez. Second by Lara. AYES: De La Riva, Lara, Torres, Garcia, Marquez . PASSES

X. CLOSED SESSION

None

XI. PUBLIC PARTICIPATION (Non-Agenda Items; Time allotted: 3 minutes)

The following spoke on Non-Agenda items:

- 1) Kevin Cardenas (via teleconference)
- 2) Gerry Mayagoitia (via teleconference)
- 3) Veronica Guardado (via teleconference)
- 4) David Perez (via teleconference)

XII. ADJOURNMENT

Meeting adjourned at approximately 8:26 p.m. to the next meeting of the Maywood City Council, Wednesday, February 9, 2022 at 7:00 p.m.

Heber Marquez, Mayor

ATTEST:

Flor Aguiluz, City Clerk

RESOLUTION NO. 6219

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
MAYWOOD AND SUCCESSOR AGENCY TO THE MAYWOOD
COMMUNITY
REDEVELOPMENT AGENCY APPROVING THE WARRANTS FOR
PAYMENT**

WHEREAS, the following listed demands have been reviewed by the Director of Finance, and

WHEREAS, the Director of Finance has certified to the accuracy and availability of funds for payment thereof, and

WHEREAS, the register of audited demands is hereby submitted to the City Council of the City of Maywood and Successor Agency to the Maywood Community Redevelopment Agency for approval.

NOW, THEREFORE, BE IT RESOLVED, that the listed Warrants and Wire Transfers/Automated Clearing House (ACH) Transactions for \$392,960.70 are hereby ratified:

- Exhibit A – Summary of Warrants and Wire Transfers/ACH Transactions
- Exhibit B – Detail of Warrants

PASSED, APPROVED AND ADOPTED THIS 9th day of February, 2022.

Heber Marquez, Mayor

ATTEST:

APPROVED AS TO FORM:

Flor Aguiluz, City Clerk

Roxanne Diaz, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)
CITY OF MAYWOOD)

I, Flor Aguiluz, City Clerk of the City Council of the City of Maywood, do hereby certify that foregoing Resolution No. 6219 was duly passed and adopted by the City Council of the City of Maywood, at a regular meeting of the City Council held on the 9th day of February, 2022 by the following roll call vote, to wit:

AYES:

NAYES:

ABSENT:

ABSTAINED:

Flor Aguiluz, City Clerk

City of Maywood
Summary Warrants for Payment and Wire Transfers/ACH Transactions
Council Meeting Date
Wednesday, February 9, 2022

Accounts Payable

	Amount
Accounts Payable prepaid warrants for payment: Checks No. 089264 - 089284	\$ 15,340.36
Accounts Payable regular warrants for payment: Checks No. 089285 - 089311	\$ 199,577.54
Sub-total	<u>\$ 214,917.90</u>

Wire Transfers/ACH Transactions

01/20/22 Payroll Pay Period 1/2/22 - 1/15/22	\$ 39,042.75
01/21/22 ADP Payroll Fees	\$ 360.80
01/26/22 CalPERS Employer Contribution 1/2/22 - 1/15/22	\$ 6,337.00
02/01/22 US Bank - Merchant Fees	\$ 610.22
02/02/22 US Bank - 2008 Lease Refunding Bonds, Series A	\$ 88,024.71
02/03/22 Payroll Pay Period 1/16/22 - 1/29/22	\$ 43,260.14
02/03/22 8x8 Inc - Monthly Phone Maintenance	\$ 407.18
Sub-total	<u>\$ 178,042.80</u>

Total Demands	<u><u>\$ 392,960.70</u></u>
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City of Maywood
Detail Warrants for Payment
Warrants No. 089264 to 089311

Check No.	Prepays	Date	Vendor Name	Check Amt	Transaction Description	Fund
089264	P	2/2/2022	Angel Villegas	698.71	Retiree Medical Reimbursement February 2022	General Fund - 01
089265	P	2/2/2022	AT&T	22.65	Elevator Emergency Phone Line 12/10/2021 - 01/09/2022	General Fund - 01
089266	P	2/2/2022	AT & T Long Distance	42.39	Elevator Emergency Phone Line December 2021	General Fund - 01
089267	P	2/2/2022	Brent Talmo	698.71	Retiree Medical Reimbursement February 2022	General Fund - 01
089268	P	2/2/2022	Bruce Leflar	1,290.56	Retiree Medical Reimbursement February 2022	General Fund - 01
089269	P	2/2/2022	Christine M. Locher	232.94	Retiree Medical Reimbursement February 2022	General Fund - 01
089270	P	2/2/2022	Edward Ahrens	1,290.56	Retiree Medical Reimbursement February 2022	General Fund - 01
089271	P	2/2/2022	FedEx	29.93	Shipping - Return Item Order Public Works Dept	General Fund - 01
089272	P	2/2/2022	Maywood Car Wash	310.24	Car Wash December 2021 (Car Wash and Gas)	General Fund - 01
089273	P	2/2/2022	Maywood Mutual Water Co. No.2	662.96	Various Locations 10/19/2021 - 12/21/2021	General Fund - 01
089274	P	2/2/2022	Paul Pine	3,444.86	Retiree Medical Reimbursement January and February 2022	General Fund - 01
089275	P	2/2/2022	Robert Leach	1,005.00	Retiree Medical Reimbursement February 2022	General Fund - 01
089276	P	2/2/2022	Ronald Lindsey	1,096.31	Retiree Medical Reimbursement February 2022	General Fund - 01
089277	P	2/2/2022	Scott C. Anderson	1,290.56	Retiree Medical Reimbursement February 2022	General Fund - 01
089278	P	2/2/2022	Southern California Edison	97.35	Various Locations 12/16/2021 - 01/17/2022	General Fund - 01
089279	P	2/2/2022	Sprint	910.73	Cell Phone Service: 12/24/2021 to 01/23/2022	General Fund - 01
089280	P	2/2/2022	The Gas Company	395.05	4323 Slauson Ave. 12/09/2021 - 01/10/2022	General Fund - 01
089281	P	2/2/2022	The Gas Company	255.12	4317 Slauson Ave. 12/09/2021 - 01/10/2022	General Fund - 01
089282	P	2/2/2022	The Gas Company	180.18	4319 Slauson Ave. 12/09/2021 - 01/10/2022	General Fund - 01
089283	P	2/2/2022	Vernon, City of	60.21	Slauson & Downey 12-06-2021 to 01-03-2022	General Fund - 01
089284	P	2/2/2022	Xerox Financial Services	1,325.34	Lease Payments 11-30-2021 - 01-29-2022	General Fund - 01
089285		2/2/2022	Alta Environmental	12,263.48	Professional Services August - December 2021 Ms4 nPDES Permit	General Fund - 01
089286		2/2/2022	Amazon Capital Services	183.81	Public Works supplies	General Fund - 01
089287		2/2/2022	Crosstown Electrical & Data, Inc.	3,594.91	Preventive Maintenance January 2022	Street Lighting - Fund 62
089288		2/2/2022	Dapeer, Rosenblit & Litvak, LLP	1,148.20	Code Enforcement Legal Services December 2021	General Fund - 01
089289		2/2/2022	Dave And Frank Automotive	647.66	Vehicle Maintenance	General Fund - 01

City of Maywood
Detail Warrants for Payment
Warrants No. 089264 to 089311

Check No.	Prepays	Date	Vendor Name	Check Amt	Transaction Description	Fund
089290		2/2/2022	Dewey Pest Control	137.00	January 2021 Pest Control	General Fund - 01
089291		2/2/2022	Diana Cho & Associates	4,335.00	CDBG Consulting November and December 2021	General Fund - 01
089292		2/2/2022	Expert Building Maintenance LLC	8,622.50	City Hall/Police Station/Parks January 2022 Additional Janitorial Services January 2022	General Fund - 01
089293		2/2/2022	Flor Aguiluz	300.00	February 2022 City Clerk Stipend	General Fund - 01
089294		2/2/2022	Graffiti Protective Coatings	13,875.20	December 2021 Bus Shelter Maintenance CityWide Graffiti Removal December 2021	General Fund - 01
089295		2/2/2022	Home Depot Commercial Acct Pro	554.54	Public Works Supplies	General Fund - 01
089296		2/2/2022	Infinity Technologies	3,680.00	Monthly IT Fee for Services January 2022	General Fund - 01
089297		2/2/2022	Intelligent Var Technology dba Intelli-Tech	3,306.00	Barracuda Server Software	General Fund - 01
089298		2/2/2022	Kimley-Horn and Associates, Inc.	8,261.78	Local Roadway Safety Plan Consultant Contract	General Fund - 01
089299		2/2/2022	L.B. Johnson Hardware Co.	1,003.28	Building Maintenance and Public Works Supplies	General Fund - 01
089300		2/2/2022	LGP Equipment Rentals	930.78	Public Works Equipment Rentals	General Fund - 01
089301		2/2/2022	Mary Mariscal	50.00	February 2022 Treasurer Stipend	General Fund - 01
089302		2/2/2022	Metro Transit Services	35,051.22	Public Transportation Services Express & Dial-A-Ride December 2021	Prop A - Fund 09
089303		2/2/2022	Municipal Waste Solutions	6,365.00	Solid Waste Consulting November - December 2021	General Fund - 01
089304		2/2/2022	North Star Landcare	19,662.50	Landscape Services December 2021 and January 2022	General Fund - 01
089305		2/2/2022	Perez Plumbing Appliance Repair & Contractor	1,650.00	Materials and Labor Building Maintenance	General Fund - 01
089306		2/2/2022	Phoenix Group Information Systems	8,103.58	December 2021 Citation Processing FTB Intercept Letters December 2021 Parking Citation Processing December 2021 Permit Processing Fees	General Fund - 01
089307		2/2/2022	Roadline Products, Inc.	350.21	Repairs	General Fund - 01
089308		2/2/2022	Studio Spectrum	20,740.89	Mobile Conferencing System-Council Chambers	General Fund - 01
089310			SPOILED			General Fund - 01
089310		2/2/2022	Transtech Engineers, Inc	43,476.00	City Engineering Services	General Fund - 01
089311		2/2/2022	Willdan Financial Services	1,284.00	Professional Services User Fee Study for the City of Maywood December 2021	General Fund - 01

TOTAL:

\$214,917.90

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 4.

DATE: February 9, 2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: SHIRLEY QUINONES, EXECUTIVE ASSISTANT/DEPUTY CITY CLERK

SUBJECT: RECONSIDERATION OF THE CIRCUMSTANCES OF THE COVID-19 STATE OF EMERGENCY TO DETERMINE WHETHER THE LEGISLATIVE BODIES OF THE CITY OF MAYWOOD WILL CONTINUE TO HOLD MEETINGS VIA TELECONFERENCING AND MAKING FINDINGS PURSUANT TO GOVERNMENT CODE SECTION 54953(e)(3).

RECOMMENDATION:

Staff recommends that the City Council (i) reconsider the circumstances of the COVID-19 state of emergency and (2) find that the State and local officials (the County of Los Angeles) continue to recommend measures to promote social distancing and the state of emergency continues to directly impact the ability of members of the City's legislative bodies to meet safely in person.

BACKGROUND:

The City Council and its legislative bodies have met remotely through the pandemic to protect the health and safety of the public and staff. The factual circumstances exist for the City's legislative bodies to continue to hold meetings pursuant to AB361. The state of emergency is still in effect and on October 13, 2021, the City Council adopted Resolution No. 6200 finding that state and local officials (the County of Los Angeles) have recommended measures to promote social distancing as a result of the Covid-19 state of emergency and meeting in person would present imminent risks to the health or safety of attendees at the meeting of the City Council and all other legislative bodies of the City. On January 20, 2022, the City Council reconsidered the findings and continued to make the required findings in order to meet remotely in accordance with AB361.

DISCUSSION:

The Omicron variant remains the dominant variant. Omicron is fast-spreading and the Los Angeles Department of Public Health reported on January 31, 2022 there were 16,835 new cases in Los Angeles County. The Omicron variant prompted the California Department of Public Health to adopt a universal masking indoors requirement statewide that went into effect on December 15, 2021.

Accordingly, the Omicron variant along with the Delta variant and COVID in general continues to dominate in the County and the State of California in general. Continuing the flexibility of teleconferences will allow the continuation of the City's business so that Council or Commission meetings would not have to be cancelled should members have health concerns or are sick and would provide the flexibility to each member of a legislative body to determine for themselves based on their own health matters whether attending a meeting will be a risk to their health and safety. The California Department of Public Health and the federal Centers for

Disease Control and Prevention (“CDC”) caution that the Omicron variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus and even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations. The Centers for Disease Control and Prevention also continues to advise that COVID-19 spreads more easily indoors than outdoors and that people are more likely to be exposed to COVID-19 when they are closer than 6 feet apart from others for longer periods of time.

To continue to have the ability to meet remotely pursuant to Government Code Section 54953(e) (AB 361), the City Council must make certain findings no later than 30 days after teleconferencing for the first time pursuant to AB361, and every 30 days thereafter. Accordingly, by reconsidering the circumstances of the state of emergency created by the COVID-19 pandemic and finding that the state of emergency continues to directly impact the ability of the members of the City's legislative bodies to meet safely in person and that state and local officials continue to recommend measures for social distancing, the public meetings of the City of Maywood can continue to be conducted by Zoom for the next 30 days. Accordingly, staff recommends making the findings so the City's legislative bodies may continue to use virtual teleconferenced meetings in compliance with Government Code Section 54953(e)

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

There is no financial impact if the City Council makes the determination under AB 361 as the City has been meeting in a remote format since the onset of the pandemic in March 2020.

ATTACHMENT(S)

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 5.

DATE: February 9, 2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: SHIRLEY QUINONES, EXECUTIVE ASSISTANT/DEPUTY CITY CLERK

SUBJECT: CONSIDERATION OF RESOLUTION NO. 6220 DESIGNATING DIANE R. GLADWELL AS THE ELECTIONS OFFICIAL FOR THE CITY'S GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 8, 2022 AND APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH GLADWELL CONSULTING, INC., FOR ELECTION MANAGEMENT SUPPORT SERVICES

RECOMMENDATION:

Staff recommends that the City Council authorize the City Manager to enter into a Professional Service Agreement with Gladwell Governmental Services, Inc. for election management support services and adopt Resolution 6220 appointing and designating Diane R. Gladwell as the City's Elections Official for the General Municipal Election to be held on November 8, 2022.

BACKGROUND:

On June 24, 2020, the City Council adopted Resolution 6126 appointing Diane R. Gladwell as the City's Election Official for the City's General Municipal Election on November 3, 2020 and assisted with consulting services related to election management.

The proposed resolution appoints and designates Diane R. Gladwell as the City's Election Official for the City's General Municipal Election on November 8, 2022, which will be called for the purpose of electing three members of the City Council each for the full term of four years. The City has in the past appointed an Elections Official that is separate from the City Clerk.

DISCUSSION:

The duties of conducting an election are rendered by the "Elections Official," which is defined by the Elections Code as the city clerk or any person who is charged with the duty of conducting an election. In that role, the Elections Official serves as an independent and impartial official regarding the conduct of the City's elections beginning with the nomination process and concluding with the certification of the election. The City of Maywood in the past has appointed a person separate from the City Clerk to act as the City's "Election Official."

Gladwell Governmental Services, Inc. is owned by Diane R. Gladwell, a Master Municipal Clerk with over 30 years of experience both as a City Clerk for the City of San Luis Obispo and Assistant City Clerk in Glendale, but also as a consultant to cities, special districts and counties in the areas of elections management records retention and other city clerk functions. Ms. Gladwell is highly regarded in her field and has been the recipient of numerous awards recognizing excellence in municipal clerk administration.

The proposed resolution will appoint and designate Ms. Gladwell as the Elections Official. The City Council has authority under the Elections Code and the Government Code to appoint an Elections Official separate from the City Clerk.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

There is no additional budget amendment needed as these costs have been budgeted for already.

F.Y. 21-22 Impact: \$9,600	Current F.Y. Budget: \$10,000
Fund Impacted: General Fund	Budget adjustment requested: \$0
Source of funds: General Fund	Updated Account Budget: \$10,000
Account Number: 01-603-5305	For fiscal year: FY 21/22

ATTACHMENT(S)

1. Proposal - Elections Management Nov. 2022 election)

RESOLUTION NO. 6220
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAYWOOD,
CALIFORNIA DESIGNATING DIANE R. GLADWELL AS THE ELECTIONS OFFICIAL
FOR THE MAYWOOD GENERAL MUNICIPAL ELECTION TO BE HELD ON
TUESDAY NOVEMBER 8, 2022

WHEREAS, pursuant to the laws of the State of California relating to General Law cities, a General Municipal Election has been called and ordered to be held in the City of Maywood on Tuesday, November 8, 2022, for the purpose of electing three Members of the City Council each for the full term of four years.

WHEREAS, pursuant to Elections Code Section 320, the "Elections Official" is defined as the clerk or any other person who is charged with the duty of conducting an election;

WHEREAS, the City Council has the authority to appoint an independent Elections Official separate and apart from the elected City Clerk;

WHEREAS, the City Council desires to appoint an independent third party to serve as a professional Elections Official for the November 8, 2022 General Municipal Election;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MAYWOOD DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

Section 1. The recitals set forth above are true and correct and incorporated herein as if set forth in full.

Section 2. Pursuant to Elections Code Section 320 and Government Code Section 36505, the City Council hereby appoints and designates Diane R. Gladwell to serve as the City of Maywood's "Elections Official" as that term is defined in the California Elections Code.

Section 3. The Elections Official so appointed is authorized, instructed and directed to undertake all actions arising out of or related to the City's General Municipal Election on November 8, 2022 as is customarily performed by an elections official, including but not limited to those acts required under the Elections Code.

Section 4. Any previous resolution of the City Council of the City of Maywood or other act by any City official appointing or designating an Elections Official for the City of Maywood is hereby rescinded and shall be of no further effect. This Resolution shall supersede any previously adopted Resolution or previous official action regarding the same.

Section 5. The City Clerk or his designee is hereby directed to file a certified copy of this Resolution with the Los Angeles County Registrar of Voters and its election department.

Section 6. The City Clerk shall certify to the adoption of the resolution and shall cause a certified resolution to be filed in the book of original resolutions.

PASSED, APPROVED AND ADOPTED THIS 9th day of February, 2022.

Heber Marquez, Mayor

ATTEST:

APPROVED AS TO FORM:

Flor Aguiluz, City Clerk

Roxanne Diaz, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)
CITY OF MAYWOOD)

I, Flor Aguiluz, City Clerk of the City Council of the City of Maywood, do hereby certify that foregoing Resolution No. 6220 was duly passed and adopted by the City Council of the City of Maywood, at a regular meeting of the City Council held on the 9th day of February, 2022 by the following roll call vote, to wit:

AYES:

NAYES:

ABSENT:

ABSTAINED:

Flor Aguiluz, City Clerk

PROPOSAL - ELECTIONS MANAGEMENT CONSULTING SERVICES

November 8, 2022

Candidate Election consolidated with Los Angeles County

The President of Gladwell Governmental Services, Inc. (Diane R. Gladwell, MMC) will provide various consulting and election consulting services, as directed by the City.

These may include, but are not limited to:

Elections management support for the forthcoming election, which may include:

- Employee Training
- Elections Action Plans / Calendars
- Elections Procedures
- Candidate Handbook
- Nomination Period
- Interface with Los Angeles County

Hourly Rate Videoconferences: \$120/hr,

Hourly Rate On Site (4 hour minimum): \$150/hr , which includes all travel expenses.

Total Not to Exceed: \$9,600

RESUME

SUMMARY

Diane R. Gladwell is a Master Municipal Clerk with over twenty years experience managing in public and private sectors. Recipient of multiple awards recognizing excellence in municipal clerk administration. Facilitator, author and instructor for document imaging, best practices and reengineering in over 150 organizations, including AIIM, ARMA and COMDEX.

PROFESSIONAL BACKGROUND

Gladwell Governmental Services, Inc.
President

1989 to present

Clients have included over 200 California Cities, Special Districts and Counties. Projects have included:

- Organization-wide and Department-level Records Management Programs:
 - Retention Schedules, Procedures, Manuals and Training
- EDMS / Document Imaging / Optical Disk System Acquisition or Remediation
- Educational Programs and Publications in Technology, Business Process Reengineering,
 - Best Practices, Records Management and other subjects.
- Facilitation of Business Process Reengineering.
- Elections Management.

City of San Luis Obispo
City Clerk

1992 to 1995

As a member of the management team, responsible for records management, election administration, municipal code maintenance, FPPC disclosures, special event permits, City Council support, and coordination of over 20 boards and commissions for the City of San Luis Obispo. Administration of the agenda process and all public notification and advertisement.

Received the Presidents Award of Distinction for Excellence in Organization and Administration from the California Clerks Association (1994). Reduced expenses by 22% while increasing services to the public; developed "InfoSLO" computerized information kiosk, electronic advertising and electronic agendas; reengineered all programs and processes in the Division.

City of Glendale
Assistant City Clerk

1989 to 1992

As a member of management, responsible for records management, election administration, municipal code maintenance, FPPC disclosures, business licensing, film permits and special events for Glendale (population 187,000). Supervised Council and Redevelopment Agency agendas, packets and minutes preparation as required; administrated publication and mailing of legal notices, bids, and process claims for the City. Develop, presented and administrated City Clerk annual budget of \$800,000. Acted as Public Information Officer for the City during emergencies (Glendale fire, storm damage). Supervised a staff of nine who serve a culturally diverse community.

Developed, implemented, and administrated a Citywide records management program based on optical disk technology which has received international, national and state awards for exceptional records management programs.

**Food 4 Less / Market Basket / Viva / Boys Markets
Credit Management Services Supervisor**

1980-1989

Administered payment systems and collections for a chain of 50 grocery stores (over five million transactions annually.) Records management for payment transactions, criminal and civil incidents for chain. A key member of the management team that developed and implemented computerized Electronic Funds Transfer for checks and credit cards as well as several custom applications to track returned items and issue check cashing cards. Budget development and administration for four Divisions representing expenditures of over \$8,000,000.

EDUCATION

Pacific Southern University, Los Angeles: Bachelor of Science, Business Administration
California Polytechnic University, Pomona: Business administration courses
Citrus College, Azusa: Associate of Science, Business Administration
UCLA: Business management courses
Institution de Technologico, Yucatan, Mexico: Attended institute as a foreign exchange student
ESRI Geographic Information Systems (GIS) training

HONORS

Olsten Award for Excellence in Records Management Programs;
Association of Records Management Administrators (ARMA)
President's Award of Distinction for Excellence in Organization and Administration;
City Clerks Association of California (CCAC)
Records Management Award for Exceptional Municipal Programs Utilizing Alternative Technologies;
International Institute of Municipal Clerks (IIMC)
President's Award for Excellence in Public Presentations and Published Articles;
City Clerks Association of California (CCAC);
Rotary, International, Lake Arrowhead Chapter: (2) Special Service Awards for Projects which raised over \$40,000 for fire victims.
(3) Honorary Service Awards (California PTA, for outstanding service to youth and community)
Life Member: Delta Mu Delta, Alpha Gamma Sigma and California Scholarship Federation
Listed in Who's Who of Executives and Professionals
2017 Woman of Distinction Award, California 23rd Senate District

PRESENTATIONS AND PUBLICATIONS

University of Riverside, Extension / Technical Track for Clerks: Records Management, Elections
AIIM (Association for Information and Image Management)
ARMA (Association of Records Managers and Administrators)
IIMC (International Institute of Municipal Clerks)
CCAC (City Clerks Association of California)
MMCA (Master Municipal Clerks Academy)
Government Technology Conference
Co-Author: Ballot Counting Procedures and Guidelines (various voting systems)
Author: Document Imaging
Efficient Filing
Funding Records Management Projects
Elections Management and Performance Measurement
Various articles published by ARMA, ICMA, IIMC and NAGARA

PROFESSIONAL MEMBERSHIPS

AIIM Professional Level Member
Association of Records Managers and Administrators
City Clerks Association of California (*Past First Vice President, Past Second Vice President*)
International Institute of Municipal Clerks (*Past Chair, Resource Committee, Membership Task Force, Past Chair, Records Management Committee*)
National Association of Government Archives and Records Administrators (NAGARA)
Rotary, International

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 6.

DATE: February 9, 2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: HRANT MANUELIAN, FINANCE DIRECTOR

SUBJECT: APPROVAL OF RESOLUTION NO. 6221 DESIGNATING THE APPOINTED MAYOR AS BANK SIGNATORY AND REMOVAL OF PRIOR MAYOR FROM BANK SIGNATORY.

RECOMMENDATION:

Staff recommends that the City Council adopt Resolution No.6221 designating the appointed City Mayor as bank signatory and removing the prior Mayor as bank signatory.

BACKGROUND:

Banking institutions require resolutions approved by governing bodies, to make changes to position titles and personnel authorized to sign on City checking and investment accounts.

Section 3-2.06 of the Maywood Municipal Code provides that the Director of Finance shall draw a warrant or warrants upon the City Treasury, specifying the purpose for which the same are drawn and the fund out of which they shall be paid. Such warrant or warrants (i.e. checks) shall be signed by the City Treasurer and the Mayor or the Director of Finance. Either the Mayor or Director of Finance signatures are required by the provisions of the Municipal Code to be a manual signature. The signature of the City Treasurer may be an electronic signature.

DISCUSSION:

The City appointed Mayor, Heber Marquez, on December 22, 2021. Accordingly, the proposed attached resolution designates Heber Marquez as a bank signatory and removes the previous Mayor, Ricardo Lara, as an authorized signatory for all bank and investment accounts.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

There is no fiscal impact with this item.

ATTACHMENT(S)

RESOLUTION NO. 6221

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
MAYWOOD, CALIFORNIA, AUTHORIZING THE REMOVAL OF THE
PREVIOUS CITY MAYOR AS SIGNER FOR THE CITY'S CHECKING,
MONEY MARKET AND SAVINGS ACCOUNTS WITH U.S. BANK
AND ADDING THE NEWLY APPOINTED MAYOR, HEBER
MARQUEZ, AS AN AUTHORIZED SIGNER**

WHEREAS, U.S. Bank requires City Council approval to remove a signer from the City's bank accounts;

WHEREAS, U.S. Bank requires City Council approval to add a new signer to the City's bank accounts:

WHEREAS, City of Maywood Council appointed Heber Marquez as City Mayor on December 22, 2021; and

WHEREAS, the previous City Mayor, Ricardo Lara, shall be removed as signer from all accounts and the newly appointed City Mayor, Heber Marquez, shall be added as an authorized signer on all accounts.

WHEREAS, The City Finance Director, Hrant Manuelian, shall remain as a co-signer.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MAYWOOD DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

Section 1. The recitals set forth above are true and correct and incorporated herein as if set forth in full.

Section 2. Heber Marquez is the appointed City Mayor and as such is an authorized signatory on all City bank accounts including checking and investment accounts.

Section 3. Ricardo Lara shall be removed as an authorized signatory on all City bank accounts including checking and investment accounts.

PASSED, APPROVED AND ADOPTED THIS 9th day of February, 2022.

Heber Marquez, Mayor

ATTEST:

APPROVED AS TO FORM:

Flor Aguiluz, City Clerk

Roxanne Diaz, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)
CITY OF MAYWOOD)

I, Flor Aguiluz, City Clerk of the City Council of the City of Maywood, do hereby certify that foregoing Resolution No. 6221 was duly passed and adopted by the City Council of the City of Maywood, at a regular meeting of the City Council held on the 9th day of FEBRUARY, 2022 by the following roll call vote, to wit:

AYES:

NAYES:

ABSENT:

ABSTAINED:

Flor Aguiluz, City Clerk

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 7.

DATE: February 9, 2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: NANCY RODRIGUEZ, HUMAN RESOURCE MANAGER

SUBJECT: CONSIDERATION OF RESOLUTION NO. 6222 APPROVING AND ADOPTING A COMPREHENSIVE PAY SCHEDULE FOR ALL FULL-TIME EMPLOYEES, PART-TIME EMPLOYEES, AND ELECTED OFFICIALS IN ACCORDANCE WITH CALPERS GUIDELINES

RECOMMENDATION:

Staff recommends that the City Council approve Resolution No. 6222 of the City Council of the City of Maywood Approving and Adopting a Comprehensive Pay Schedule for all Full-Time Employees, Part-Time Employees, and Elected Officials in Accordance with CalPERS Guidelines.

BACKGROUND:

The City of Maywood (City) adopted a Memorandum of Understanding with its represented employees for the calendar years 2020, 2021 and 2022. The City has also been advised through CalPERS Circular Letter dated January 8, 2020, of the requirement of the City to have the City Council of the City approve and publish a comprehensive salary schedule for full-time, contractual, part-time employees, elected officials who have an employment relationship with the City.

DISCUSSION:

California Public Employees' Retirement System (CalPERS), pursuant to their interpretation of California Code of Regulations section 570.5, recommends all CalPERS employers maintain their compensation levels in one publicly available document, approved and adopted by the governing body, which must meet all of the following requirements:

- 1) Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meetings laws;
- 2) Identifies the position title for every employee position;
- 3) Shows the pay rate for each identified position, which may be stated as a single amount or as multiple amounts within a range;
- 4) Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually;
- 5) Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer's internet website;
- 6) Indicates an effective date and date of any revisions;
- 7) Is retained by the employer and available for public inspection for not less than five years; and

8) Does not reference another document in lieu of disclosing the pay rate.

The purpose of approving this resolution, is to combine the City's various payroll schedules into a single schedule for approval by the City Council. It is the staff's intent to continue to produce a single schedule going forward for both CalPERS and City purposes at the time any salary schedule is revised.

Additionally, it should be noted that the job title "Fund Accountant" has been changed to "Senior Accountant" to be more in line with the current position titles used by surrounding cities. This is only a change in the job title name of the position and no other job duties are being changed. The Fund Accountant title is not commonly used and is not reflective of the job duties for this position.

LEGAL REVIEW:

This item has been reviewed by the City Attorney.

FISCAL IMPACT:

There is no fiscal impact involved with this item.

ATTACHMENT(S)

1. Comprehensive Pay Schedule 2022_final

RESOLUTION NO. 6222

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAYWOOD
APPROVING AND ADOPTING A COMPREHENSIVE PAY SCHEDULE
FOR ALL FULL TIME EMPLOYEES, PART-TIME EMPLOYEES, AND
ELECTED OFFICIALS IN ACCORDANCE WITH CALPERS
GUIDELINES**

WHEREAS, the City of Maywood ("City"), through negotiations with the employee bargaining group, has established corresponding Memoranda of Agreement which are in full force and effect,

WHEREAS, the City has similarly established an individual contract that includes the City Manager; and

WHEREAS, the City establishes pay schedules for its Directors, Managers, part-time, temporary, volunteers, and elected officials

WHEREAS, the California Public Employee's Retirement System ("CalPERS") limits "compensation earnable" for retirement purposes to amounts listed on a pay schedule meeting requirements set forth in section 570.5 of title 2 of the California Code of Regulations, including that government agency employers provide and make available to the public the salary of all full-time, part-time employees and elected officials in a single salary format specified by CalPERS; and

WHEREAS, the City of Maywood has compiled the necessary salary data to create a single salary schedule in compliance with the requirements of CalPERS, dated November 4, 2019; and Circular Letter 200-003-20 dated January 8, 2020

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MAYWOOD DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. That the Comprehensive Pay Schedule attached to the City Council Resolution as Exhibit A, is approved and adopted.

Section 2. The City Clerk shall certify the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED THIS 9th day of February, 2022.

Heber Marquez, Mayor

ATTEST:

APPROVED AS TO FORM:

Flor Aguiluz, City Clerk

Roxanne Diaz, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)
CITY OF MAYWOOD)

I, Flor Aguiluz, City Clerk of the City Council of the City of Maywood, do hereby certify that foregoing Resolution No. 6222 was duly passed and adopted by the City Council of the City of Maywood, at a regular meeting of the City Council held on the 9th day of February, 2022 by the following roll call vote, to wit:

AYES:

NAYES:

ABSENT:

ABSTAINED:

Flor Aguiluz, City Clerk

City of Maywood
Schedule of Positions
Adopted Budget
Fiscal Years 2021-2022

Position Titles
Elected Officials

	Allocation	Annual Base Stipend	
		Minimum	Maximum
Mayor	1	\$ 6,670.00	\$ 6,670.00
Mayor Pro-Team	1	\$ 6,670.00	\$ 6,670.00
Council Members	3	\$ 6,670.00	\$ 6,670.00
City Clerk	1	\$ 5,100.00	\$ 5,100.00
City Treasurer	1	\$ 5,100.00	\$ 5,100.00

Management

	Allocation	Annual Base Salary	
		Minimum	Maximum
City Manager (CAO)	1	\$ 145,000.00	\$ 185,060.83
Finance Director	1	\$ 120,000.00	\$ 153,153.79
Director of Building and Planning	1	\$ 120,000.00	\$ 153,153.79
Human Resources Manager	1	\$ 80,000.00	\$ 102,103.00
Executive Assistant	1	\$ 53,560.00	\$ 68,357.64
Administrative Assistance	1	\$ 47,132.80	\$ 60,154.72
Administrative Analyst	1	\$ 64,272.00	\$ 82,029.17
Community Development Analyst	1	\$ 64,272.00	\$ 82,029.17
Community Services Liaison	1	\$ 51,417.60	\$ 65,623.33
Senior Accountant*	1	\$ 64,272.00	\$ 82,029.17
Finance Specialist	1	\$ 51,417.60	\$ 65,623.33
Accounting Specialist I	1	\$ 51,417.60	\$ 65,623.33
Accounting Specialist II	1	\$ 55,702.40	\$ 71,091.95
Customer Service Rep I	1	\$ 42,848.00	\$ 54,686.11
Customer Service Rep II	1	\$ 44,990.40	\$ 57,420.42
Building Inspection/Code Compliance Supervisor	1	\$ 90,846.00	\$ 115,945.07
Assistant Planner	1	\$ 60,672.00	\$ 77,435.00
Code Compliance Officer I	1	\$ 40,705.60	\$ 51,951.81
Secretary of Building and Planning	1	\$ 42,848.00	\$ 54,686.11
Parking Enforcement Officer II	1	\$ 42,848.00	\$ 54,686.11
Senior Parking Enforcement Officer	1	\$ 44,990.40	\$ 57,420.42
Public Works Coordinator	1	\$ 64,272.00	\$ 82,029.17
Public Works Lead Maintenance Worker	1	\$ 55,702.40	\$ 71,091.95

*Formerly labeled as Fund Accountant

Regular Part Time

	Allocation	Hourly Rate	
		Minimum	Maximum
Public Works Part Time (980 hrs.)	3	\$ 15.00	\$ 20.00
Parking Enforcement Officer Part Time (980 hrs.)	1	\$ 15.00	\$ 20.00
Community Service Officer Part Time (980 hrs.)	1	\$ 15.00	\$ 20.00

A	B	C	D	E	F
Benefits follow MGMT contract-----					
120,000.00	126,000.00	132,300.00	138,915.00	145,860.75	153,153.79
120,000.00	126,000.00	132,300.00	138,915.00	145,860.75	153,153.79
80,000.00	84,000.00	88,200.00	92,610.00	97,240.00	102,103.00
53,560.00	56,238.00	59,049.90	62,002.40	65,102.51	68,357.64
47,132.80	49,489.44	51,963.91	54,562.11	57,290.21	60,154.72
64,272.00	67,485.60	70,859.88	74,402.87	78,123.02	82,029.17
64,272.00	67,485.60	70,859.88	74,402.87	78,123.02	82,029.17
51,417.60	53,988.48	56,687.90	59,522.30	62,498.41	65,623.33
64,272.00	67,485.60	70,859.88	74,402.87	78,123.02	82,029.17
51,417.60	53,988.48	56,687.90	59,522.30	62,498.41	65,623.33
51,417.60	53,988.48	56,687.90	59,522.30	62,498.41	65,623.33
55,702.40	58,487.52	61,411.90	64,482.49	67,706.62	71,091.95
42,848.00	44,990.40	47,239.92	49,601.92	52,082.01	54,686.11
44,990.40	47,239.92	49,601.92	52,082.01	54,686.11	57,420.42
90,846.00	95,388.30	100,157.72	105,165.60	110,423.88	115,945.07
60,672.00	63,705.60	66,890.88	70,235.42	73,747.20	77,434.55
40,705.60	42,740.88	44,877.92	47,121.82	49,477.91	51,951.81
42,848.00	44,990.40	47,239.92	49,601.92	52,082.01	54,686.11
42,848.00	44,990.40	47,239.92	49,601.92	52,082.01	54,686.11
44,990.40	47,239.92	49,601.92	52,082.01	54,686.11	57,420.42
64,272.00	67,485.60	70,859.88	74,402.87	78,123.02	82,029.17
55,702.40	58,487.52	61,411.90	64,482.49	67,706.62	71,091.95