

FIVE CITIES FIRE AUTHORITY

Jeff Lee, Chair
Karen White, Vice Chair
Keith Storton, Board Member



Stephen C. Lieberman, Executive Officer
Tricia Meyers, Clerk to the Board
David P. Hale, General Counsel

AGENDA BOARD MEETING FRIDAY, AUGUST 19, 2022-9:00 A.M. City of Grover Beach Council Chambers 154 South Eighth Street, Grover Beach, CA

CALL TO ORDER

FLAG SALUTE

ROLL CALL

AGENDA REVIEW:

At this time the Board will review the order of business to be conducted and receive requests for, or make announcements regarding any change(s) in the order of the day. The Board should, by motion, approve the agenda as presented or as revised.

COMMUNITY COMMENTS AND SUGGESTIONS:

This public comment period is an invitation to members of the community to present issues, thoughts, or suggestions on matters not scheduled on this agenda. Comments should be limited to those matters that are within the jurisdiction of the Board. The Brown Act restricts the Board from taking formal action on matters not published on the agenda. In response to your comments, the Chair or Vice Chair may:

- Direct Authority staff to assist or coordinate with you.
- A Board Member may state a desire to meet with you.
- It may be the desire of the Board to place your issue or matter on a future Board agenda.

CONSENT AGENDA:

The following routine items listed below are scheduled for consideration as a group. The recommendations for each item are noted. Any member of the public who wishes to comment on any Consent Agenda item may do so at this time. Any Board Member, the Fire Chief or General Counsel may request that any item be pulled from the Consent Agenda to permit discussion or change the recommended course of action. The Board may approve the remainder of the Consent Agenda on one motion.

BOARD MEETING AGENDA – AUGUST 19, 2022
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1. **Consideration of Approval of Minutes**(MEYERS)
Recommended Action: Approve the minutes of the Board Meeting of July 15, 2022.
2. **Consideration of Cash Disbursement Activity**(LIEBERMAN)
Recommended Action: Receive and file the listing of cash disbursements for the period of July 1 to July 31, 2022.

CONTINUED BUSINESS:

None.

NEW BUSINESS:

- a. **Consideration of Changes to Unrepresented Employee Compensation**
(LIEBERMAN/VALENTINE)
Recommended Action: 1) Adopt a Resolution increasing compensation for the unrepresented Management employees. 2) Adopt a Resolution increasing compensation for the unrepresented part-time Office Assistant II and the part-time Reserve Firefighter.

BOARD MEMBER ITEMS:

The following item(s) are placed on the agenda by a Board Member who would like to receive feedback, obtain consensus to direct staff to prepare information, and/or request a formal agenda report be prepared and the item placed on a future agenda. No formal action can be taken.

None.

FIRE CHIEF ITEMS:

The following item(s) are placed on the agenda by the Fire Chief in order to receive comments, feedback and/or request direction from the Board. No formal action can be taken.

- a. Fire Chief Updates

GENERAL COUNSEL ITEMS:

The following item(s) are placed on the agenda by the General Counsel in order to receive comments, feedback and/or request direction from the Board. No formal action can be taken.

None.

BOARD COMMUNICATIONS:

Correspondence/Comments as presented by the Board.

CLOSED SESSION:

- a. CONFERENCE WITH LABOR NEGOTIATORS** pursuant to Government Code Section 54957.6:

Agency Negotiators: Che Johnson - Law Firm of Liebert Cassidy Whitmore
Nicole Valentine – Director of Admin. Services – Arroyo Grande
Karla Mattocks - Human Resources Coordinator-Grover Beach
Tashina Ureno – Human Resources Manager-Arroyo Grande

Represented Employees: International Association of Fire Fighters (IAFF) Local 4403

- b. Public Employee Performance Evaluation, Gov. Code Section 54957**
Position: Fire Chief/Executive Officer

ADJOURNMENT

All staff reports or other written documentation, including any supplemental material distributed to a majority of the Board within 72 hours of a regular meeting, relating to each item of business on the agenda are available for public inspection during regular business hours in the Clerk to the Board's office, 140 Traffic Way, Arroyo Grande. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. To make a request for disability-related modification or accommodation, contact the Clerk to the Board's office at 805-473-5490 as soon as possible and at least 48 hours prior to the meeting date.

Any documentation or materials to be submitted by the General Public for consideration by the Board shall be submitted to the Clerk to the Board by email at tmeyers@fivecitiesfire.org, no later than 24 hours prior to the above scheduled time for the Five Cities Fire Authority Board meeting. Failure to submit documents or any materials at least 24 hours prior to the scheduled time for the Board meeting shall be grounds for the Board to reject consideration or review of those items unless otherwise required by state or local laws.

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Agenda reports can be accessed and downloaded from the Five Cities Fire Authority Website at www.fivecitiesfireauthority.org.

MINUTES

FIVE CITIES FIRE AUTHORITY/ BOARD MEETING FRIDAY, JULY 15, 2022

CALL TO ORDER:

Chair Lee called the Five Cities Fire Authority (FCFA) Board meeting to order at 09:00 a.m.

FLAG SALUTE:

Battalion Chief Riki Heath, led the Flag Salute.

ROLL CALL:

FCFA Board: Chair Jeff Lee, Vice Chair Karen White and Board Member Keith Storton.

FCFA Staff Present: Chief Stephen Lieberman, Battalion Chief Riki Heath and General Counsel Molly Thurmond.

AGENDA REVIEW:

Action: Board Member Storton moved, Vice Chair White seconded, and the motion passed unanimously to approve the Five Cities Fire Authority's Agenda by a voice vote.

AYES: Storton, White, Lee
NOES: None
ABSENT: None
ABSTAIN: None

COMMUNITY COMMENTS AND SUGGESTIONS:

Shirley Gibson, Oceano, commented on the recent brush fire out in the Huasna area. She stated that crews working the fire felt the ground operations were very organized.

CONSENT AGENDA:

Action: Board Member Storton moved, and Vice Chair White seconded the motion to approve the Consent Agenda. No public comment was received. The motion passed on the following roll call vote:

AYES: Storton, White, Lee
NOES: None
ABSENT: None
ABSTAIN: None

1. Consideration of Approval of Minutes.

Action: Approved minutes of the Board Meeting of June 17, 2022 and Special Board Meeting of June 30, 2022.

2. Consideration of Cash Disbursement Activity.

Action: Received and filed the listing of cash disbursements for the period of June 1, 2022 through June 30, 2022.

CONTINUED BUSINESS:

None.

PROTEST HEARINGS:

a. Protest Hearing and Consideration of a Resolution Confirming Weed Abatement Cost Accounting Report Consistent with Health and Safety Code Section 14905 and 14906 ET SEQ.

Chief Lieberman presented the staff report to the Board regarding the final step in the annual weed abatement process. A list of abated properties was presented, along with the cost to abate. Chief Lieberman reported that open lots in the Vista Del Mar area of Arroyo Grande were an issue this weed abatement season. Discussion ensued on possible ways to impose an agreement for new lots sold to ensure abatement of weeds occurs by property owner. No public comment or protest of charges was received.

Action: Board Member Storton moved, Vice Chair White seconded the motion, to close the public hearing and approved the Resolution, including weed abatement charges. The motion passed on the following roll call vote:

AYES: Storton, White, Lee
NOES: None
ABSENT: None
ABSTAIN: None

NEW BUSINESS:

- a. Status Update – Oceano Measure A-22 & Wind Down Period.** Chief Lieberman presented the staff report and reported that 58% of the voters in Oceano did support the measure, but that was not enough for the measure to pass. The measure was unsuccessful. The wind down period of the Joint Powers Authority will begin after the votes have been certified. The wind down period will last through June 30, 2023. It will include negotiating a modified Joint Powers Authority, distributing assets, establishing financial obligations, and reconciling assets/liabilities. No public comment received.

BOARD MEMBER ITEMS:

None.

FIRE CHIEF ITEMS:

- a. Zero fireworks related calls were reported for the department on July 4th.
- b. A COVID outbreak has happened at Station 1. Employees will follow guidelines prior to returning.
- c. A power failure took place at Station 1 in Arroyo Grande, which has now escalated the priority to replace the generator at Station 1.

GENERAL COUNSEL ITEMS:

None.

BOARD COMMUNICATIONS:

Chair Lee reported that funds were approved to make necessary building improvements to Station 2 this fiscal year in Grover Beach.

CLOSED SESSION:

The Board adjourned to Closed Session at 9:24 a.m. concerning the following item:

- a. **CONFERENCE WITH LABOR NEGOTIATORS** pursuant to Government Code Section 54957.6:

Agency Negotiators: Che Johnson – Law Firm of Liebert Cassidy Whitmore
Nicole Valentine – Accounting Manager – Arroyo Grande
Karla Mattocks – Human Resources Coordinator-Grover Beach
Tashina Ureno – Human Resources Manager-Arroyo Grande

Represented Employees: International Association of Fire Fighters (IAFF) Local 4403

RECONVENE TO OPEN SESSION:

Chair Lee called the meeting back to order at 9:32 a.m. General Counsel Thurmond reported that there was a unanimous vote and the Board has directed Chief Lieberman to sign the MOU side letter with Local 4403.

ADJOURNMENT:

Chair Lee adjourned the meeting at 9:33 a.m.

JEFF LEE, CHAIR

ATTEST:

TRICIA MEYERS, CLERK TO THE BOARD



STAFF REPORT

TO: Chair and Board Members **MEETING DATE:** August 19, 2022

FROM: Stephen C. Lieberman, Fire Chief
Nicole Valentine, Treasurer

SUBJECT: Consideration of Cash Disbursement Ratification

RECOMMENDATION

It is recommended that the Five Cities Fire Authority (FCFA) Board of Directors review, receive and accept the attached listing of cash disbursements for the period July 1 through July 31, 2022.

BACKGROUND

The FCFA JPA agreement identifies the City of Arroyo Grande as the agency providing financial services to the fire department. The City processes payroll and accounts payable on behalf of the FCFA. Historically, the City has processed FCFA payroll on City checks (using a City bank account). The City recovers 100% of these payroll costs along with related staff time. FCFA staff is working with the City to determine if payroll can be processed utilizing FCFA checks/bank account.

Cash disbursements are made weekly based on the submission of all required documentation and supporting invoices for costs incurred/services rendered. The Fire Chief reviews all disbursement documents before they are submitted to the City for processing.

FISCAL IMPACT

There is a \$768,642.52 fiscal impact that includes the following items:

- Accounts Payable Checks \$ 198,286.56
- Payroll and Benefit Checks 570,355.96

ALTERNATIVES

The following alternatives are provided for the Board's consideration:

1. Approve the staff recommendation
2. Do not approve the staff recommendation
3. Provide other direction.

ATTACHMENTS

July 1 through July 31, 2022 Accounts Payable Register
July 1 through July 31, 2022 Payroll and Check Register

PREPARED BY

Stephen C. Lieberman, Fire Chief

FIVE CITIES FIRE AUTHORITY
CHECK LISTING
JULY 1 - 31, 2022

Line	Check Date	Check #	Amount	Description	Acct #	Vendor Name
1	07/12/2022	8381	9.00	FREIGHT	290.4211.5255	ADVANCE MARKING SYSTEMS
2	07/12/2022	8381	150.00	LAMINATE COLOR COPIES-STAGING ACCT BOARD	290.4211.5255	ADVANCE MARKING SYSTEMS
3	07/12/2022	8382	266.14	SHOP SUPPLIES-RENTAL MOPS, MATS, TOWELS, CLOTHS	290.4211.5303	ARAMARK UNIFORM SERVICES
4	07/12/2022	8383	49,812.40	2022 CHEVY SILVERADO	290.4211.6301	ARROYO GRANDE CHEVROLET
5	07/12/2022	8384	176.96	WATER-IRRIGATION STN 1 4/19-6/17	290.4211.5401	CITY OF ARROYO GRANDE
6	07/12/2022	8384	349.12	WATER/SEWER FEES-STN 1 4/19-6/17	290.4211.5401	CITY OF ARROYO GRANDE
7	07/12/2022	8384	31.68	WATER-FIRE HYDRANT 4/19-6/17	290.4211.5401	CITY OF ARROYO GRANDE
8	07/12/2022	8385	174.87	BAN#9391033179 STN 3 CIRCUIT CHARGES	290.4211.5403	AT&T
9	07/12/2022	8385	174.87	BAN#9391033178 STN 2 CIRCUIT CHARGES	290.4211.5403	AT&T
10	07/12/2022	8386	326.01	IPAD WIRELESS CHRGS-05/12-06/11	290.4211.5403	AT&T MOBILITY
11	07/12/2022	8387	99.97	OFFICE DEPOT-OFFICE SUPPLIES	290.4211.5201	BANK OF AMERICA
12	07/12/2022	8387	58.00	POSTAGE	290.4211.5208	BANK OF AMERICA
13	07/12/2022	8387	107.75	BRAND CREATIVE-STICKERS FOR RIC BAGS	290.4211.5255	BANK OF AMERICA
14	07/12/2022	8387	211.84	WESTPAC LABS-SILVA	290.4211.5315	BANK OF AMERICA
15	07/12/2022	8387	15.78	SECURE CONFERENCE	290.4211.5403	BANK OF AMERICA
16	07/12/2022	8387	14.99	ZOOM	290.4211.5403	BANK OF AMERICA
17	07/12/2022	8387	83.21	THIRD BASE MKT-MEETING SUPPLIES	290.4211.5504	BANK OF AMERICA
18	07/12/2022	8387	40.00	STARBUCKS-TRAINING SUPPLIES	290.4211.5504	BANK OF AMERICA
19	07/12/2022	8387	996.92	MASTERTECH AUTO-2014 DODGE RAM	290.4211.5601	BANK OF AMERICA
20	07/12/2022	8387	100.24	FUEL-CHEVRON, SHELL	290.4211.5608	BANK OF AMERICA
21	07/12/2022	8387	0.99	IPHONE CLOUD STORAGE-CHEIEFS PHONE	290.4211.5607	BANK OF AMERICA
22	07/12/2022	8388	211.62	ACCT#8245100960102339 STN 1 TV	290.4211.5401	CHARTER COMMUNICATIONS
23	07/12/2022	8388	93.80	ACCT#82451010116287 STN 3 TV	290.4211.5401	CHARTER COMMUNICATIONS
24	07/12/2022	8388	118.75	ACCT#8245101000202519 STN 2 TV	290.4211.5401	CHARTER COMMUNICATIONS
25	07/12/2022	8389	900.00	07/22-09/22 EMS CE COORDINATOR	290.4211.5303	KATHRYN COLLINS
26	07/12/2022	8390	58.50	06/22 PROF LEGAL SVCS	290.4211.5303	DANER LAW FIRM APLC
27	07/12/2022	8391	96.00	REIMBURSE EMT RECERTIFICATION	290.4211.5501	DANIEL DENSMORE
28	07/12/2022	8392	170.00	CUSTOM CRATING	290.4211.5601	EXTENDOBED
29	07/12/2022	8392	6,428.00	(2) PWR DRIVE ACTUATOR SYSTEMS	290.4211.5601	EXTENDOBED
30	07/12/2022	8392	270.00	FREIGHT	290.4211.5601	EXTENDOBED
31	07/12/2022	8393	1,100.00	GROUND LADDER TESTING-T5	290.4211.5303	FAILSAFE TESTING, LLC
32	07/12/2022	8394	50,952.00	FY22/23 PROPERTY/LIABILITY INSURANCE	290.4211.5576	FAIRA
33	07/12/2022	8395	2,000.00	FY22/23 HAZ MAT FEE-OCEANO	290.4211.5325	FIRE CHIEFS ASSOC. OF SLO CNTY
34	07/12/2022	8395	5,000.00	FY22/23 HAZ MAT FEE-GROVER BEACH	290.4211.5325	FIRE CHIEFS ASSOC. OF SLO CNTY
35	07/12/2022	8395	5,000.00	FY22/23 HAZ MAT FEE-ARROYO GRANDE	290.4211.5325	FIRE CHIEFS ASSOC. OF SLO CNTY
36	07/12/2022	8396	2,660.00	06/22 PROF LEGAL SVCS	290.4211.5303	DAVID P. HALE
37	07/12/2022	8397	17,865.89	WEED ABATEMENT-AG	290.4211.5599	K.D. JANNI LANDSCAPING INC
38	07/12/2022	8397	3,512.34	WEED ABATEMENT-GB	290.4211.5599	K.D. JANNI LANDSCAPING INC
39	07/12/2022	8397	631.00	WEED ABATEMENT-OCEANO	290.4211.5599	K.D. JANNI LANDSCAPING INC

FIVE CITIES FIRE AUTHORITY
CHECK LISTING
JULY 1 - 31, 2022

Line	Check Date	Check #	Amount	Description	Acct #	Vendor Name
40	07/12/2022	8398	\$ 8,609.89	FY22/23 POLICY & PROCEDURE SUBSCRIPTION	290.4211.5607	LEXIPOL LLC
41	07/12/2022	8399	3,830.52	05/22 LEGAL SVCS-NEGOTIATIONS	290.4211.5303	LIEBERT, CASSIDY, WHITMORE
42	07/12/2022	8400	7.93	FUEL FILLER CAP	290.4211.5601	MINER'S ACE HARDWARE, INC
43	07/12/2022	8400	46.75	CLICKER-REMOTE CONTROL	290.4211.5604	MINER'S ACE HARDWARE, INC
44	07/12/2022	8400	(46.75)	CREDIT RETURN-CLICKER	290.4211.5604	MINER'S ACE HARDWARE, INC
45	07/12/2022	8400	66.98	BATTERIES, WRENCH	290.4211.5255	MINER'S ACE HARDWARE, INC
46	07/12/2022	8400	33.38	TRASH CAN, XL LIGHTER	290.4211.5255	MINER'S ACE HARDWARE, INC
47	07/12/2022	8401	107.99	REPLACE MOULDING ON TRUCK WINDOW	290.4211.5601	MULLAHEY FORD
48	07/12/2022	8402	3,750.00	07/22-09/22 FIRE STATION RENT	290.4211.5553	OCEANO COMMUNITY SERVICES
49	07/12/2022	8403	1,724.90	HAZARDOUS WASTE DISPOSAL-FOAM	290.4211.5303	PACIFIC PETROLEUM CALIFORNIA
50	07/12/2022	8403	657.00	HAZARDOUS WASTE DISPOSAL-FOAM	290.4211.5303	PACIFIC PETROLEUM CALIFORNIA
51	07/12/2022	8404	223.69	PARTS WASHER MAINTENANCE	290.4211.5325	SAFETY-KLEEN SYSTEMS, INC
52	07/12/2022	8405	286.80	GAS SERVICES-STN 1 5/26-6/27	290.4211.5401	SOCALGAS
53	07/12/2022	8406	745.81	6692-REPLACE REAR PWR DIST BOX	290.4211.5601	SOUTH COAST EMERGENCY
54	07/12/2022	8407	50.09	07/22 HAZARDOUS WASTE DRUG DISPOSAL	290.4211.5303	STERICYCLE INC.
55	07/12/2022	8408	108.92	08/22 SCHEDULING SOFTWARE	290.4211.5607	TARGETSOLUTIONS LEARNING, LLC
56	07/12/2022	8408	108.92	07/22 SCHEDULING SOFTWARE	290.4211.5607	TARGETSOLUTIONS LEARNING, LLC
57	07/12/2022	8409	512.50	ENG #6692 TIRE CHALK RACK FABRICATION, INSTALLATION	290.4211.5601	TAYLORD METAL CO.
58	07/12/2022	8410	576.62	ACCT#670954297-00001 PHONE LINE	290.4211.5403	VERIZON WIRELESS
59	07/22/2022	8411	457.45	06/22 OXYGEN CYLINDER RENTAL	290.4211.5303	AIRGAS USA, LLC
60	07/22/2022	8412	266.14	SHOP SUPPLIES-RENTAL MOPS, MAT	290.4211.5303	ARAMARK UNIFORM SERVICES
61	07/22/2022	8413	33.97	CIRCUIT LINE TO AGPD	290.4211.5403	AT & T
62	07/22/2022	8414	740.61	BAN#9391033185 PHONE LINES 5/2	290.4211.5403	AT&T
63	07/22/2022	8415	21.16	BUDDY LIGHT REGULATOR ASSMBLY	290.4211.5603	BAUER COMPRESSORS, INC
64	07/22/2022	8416	2,211.60	EMS SUPPLIES	290.4211.5206	BOUND TREE MEDICAL, LLC
65	07/22/2022	8417	209.98	ACCT#82451010138133 INTERNET	290.4211.5401	CHARTER COMMUNICATIONS
66	07/22/2022	8417	209.98	ACCT#8245100960252290 STN 1 INTERNET	290.4211.5401	CHARTER COMMUNICATIONS
67	07/22/2022	8417	209.98	ACCT#8245101000239800 INTERNET	290.4211.5401	CHARTER COMMUNICATIONS
68	07/22/2022	8418	50.00	22/23 MEMBERSHIP DUES	290.4211.5303	FIRE CHIEFS ASSOC. OF SLO CNTY
69	07/22/2022	8418	275.00	22/23 CI STRESS MGT TEAM	290.4211.5503	FIRE CHIEFS ASSOC. OF SLO CNTY
70	07/22/2022	8419	2,619.84	FUEL	290.4211.5608	JB DEWAR, INC
71	07/22/2022	8420	312.00	06/22 PROF LEGAL SVCS	290.4211.5303	LIEBERT, CASSIDY, WHITMORE
72	07/22/2022	8421	16.49	2 KEYS, HOSE CLAMPS	290.4211.5255	MINER'S ACE HARDWARE, INC
73	07/22/2022	8421	15.07	VELCRO	290.4211.5255	MINER'S ACE HARDWARE, INC
74	07/22/2022	8421	15.07	LED LIGHT BULB	290.4211.5255	MINER'S ACE HARDWARE, INC
75	07/22/2022	8421	(15.07)	CREDIT RETURN LIGHT BULB	290.4211.5255	MINER'S ACE HARDWARE, INC
76	07/22/2022	8421	0.40	FASTENERS	290.4211.5255	MINER'S ACE HARDWARE, INC
77	07/22/2022	8421	21.53	TURNBUCKLE HOOK	290.4211.5255	MINER'S ACE HARDWARE, INC
78	07/22/2022	8421	13.02	KEYS	290.4211.5255	MINER'S ACE HARDWARE, INC

FIVE CITIES FIRE AUTHORITY
CHECK LISTING
JULY 1 - 31, 2022

Line	Check Date	Check #	Amount	Description	Acct #	Vendor Name
79	07/22/2022	8421	24.99	SCREWS	290.4211.5273	MINER'S ACE HARDWARE, INC
80	07/22/2022	8421	\$	14.00 MOLD TEST KIT	290.4211.5604	MINER'S ACE HARDWARE, INC
81	07/22/2022	8421	14.00	MOLD TEST KIT	290.4211.5604	MINER'S ACE HARDWARE, INC
82	07/22/2022	8422	2,017.31	ELECTRIC-STN 1 6/13-7/13	290.4211.5401	PACIFIC GAS & ELECTRIC CO
83	07/22/2022	8423	2,167.45	HAZARDOUS WASTE DISPOSAL-FOAM	290.4211.5303	PACIFIC PETROLEUM CALIFORNIA
84	07/22/2022	8424	2,809.02	6645 TIRES (SEE CORRECTED INV 147796)	290.4211.5601	SANTA MARIA TIRE, INC
85	07/22/2022	8424	(2,567.72)	6645 CREDIT WRONG TIRE # BILLED	290.4211.5601	SANTA MARIA TIRE, INC
86	07/22/2022	8424	3,935.71	6645 REPLACED RF & LF, ROTATED	290.4211.5601	SANTA MARIA TIRE, INC
87	07/22/2022	8425	50.00	08/22 STERISAFE COMPLIANCE-HAZARDOUS DRUG	290.4211.5303	STERICYCLE INC.
88	07/29/2022	8426	266.14	SHOP SUPPLIES RENTAL-MOPS, MAT	290.4211.5303	ARAMARK UNIFORM SERVICES
89	07/29/2022	8427	326.20	ACCT#287284288210 IPAD WIRELES	290.4211.5403	AT&T MOBILITY
90	07/29/2022	8428	450.00	F-STEP TRAINING: ROPE RESCUE OPERATIONS	290.4211.5501	CAL FIRE
91	07/29/2022	8429	211.62	ACCT#8245100960102339-STN 1 TV	290.4211.5401	CHARTER COMMUNICATIONS
92	07/29/2022	8430	600.00	RO REPLACEMENT-RO#2 STN 1 UPSTAIRS	290.4211.5303	FIVE CITIES WATER SYSTEMS INC
93	07/29/2022	8430	304.00	RO SVC-EXCHG MANIFOLD STN 3	290.4211.5303	FIVE CITIES WATER SYSTEMS INC
94	07/29/2022	8430	423.00	RO SVC-EXCHG MANIFOLD STN 2	290.4211.5303	FIVE CITIES WATER SYSTEMS INC
95	07/29/2022	8430	159.00	RO SVC, FILTER CHR RO#1 STN 1	290.4211.5303	FIVE CITIES WATER SYSTEMS INC
96	07/29/2022	8431	1,525.39	STN 2 PG&E COSTS 5/19-6/16	290.4211.5401	CITY OF GROVER BEACH
97	07/29/2022	8432	471.74	STN 2 WATER 5/11-7/1	290.4211.5401	CITY OF GROVER BEACH
98	07/29/2022	8433	2,210.61	FUEL	290.4211.5608	JB DEWAR, INC
99	07/29/2022	8434	5.58	FP-TOGGLE BOLTS	290.4211.5255	MINER'S ACE HARDWARE, INC
100	07/29/2022	8435	4.00	SHIPPING COST	290.4211.5208	PETTY CASH
101	07/29/2022	8435	34.20	LENSES DAMAGED-LEATHERS	290.4211.5255	PETTY CASH
102	07/29/2022	8435	21.54	SMALL TOOLS-SILVA	290.4211.5273	PETTY CASH
103	07/29/2022	8435	40.69	SMALL TOOLS-DIXIE FIRE	290.4211.5273	PETTY CASH
104	07/29/2022	8435	10.00	VEHICLE WEIGH FEE	290.4211.5303	PETTY CASH
105	07/29/2022	8435	16.80	MILEAGE REIMBURSEMENT-MEYERS	290.4211.5512	PETTY CASH
106	07/29/2022	8436	80.83	2 SHIRTS, 2 LOGO EMBROIDERY	290.4211.5276	R & T EMBROIDERY, INC
107	07/29/2022	8437	404.82	2023 SHIFT CALENDARS	290.4211.5306	SHIFT CALENDARS, INC
108	07/29/2022	8438	140.77	GAS SERVICES-STN 2 6/15-7/15	290.4211.5401	SOCALGAS
109	07/29/2022	8439	1,530.00	PUMP TEST-ALL UNITS	290.4211.5303	SOUTH COAST EMERGENCY
110	07/29/2022	8439	317.82	TRUCK 6645-REPAIR LEAKING HOSE	290.4211.5601	SOUTH COAST EMERGENCY
111	07/29/2022	8440	335.00	FORD F150 2007 FULL WINDOW TINT	290.4211.5601	VELOCITY TINT
112	07/29/2022	8441	577.25	ACCT#670954297-00001 PHONE LINES (14)	290.4211.5403	VERIZON WIRELESS
			\$	198,286.56		

FIVE CITIES FIRE AUTHORITY
DEPARTMENTAL LABOR DISTRIBUTION

PAY PERIOD

06/10/2022 - 06/23/2022

7/1/2022

BY ACCOUNT

5101	Salaries Full time	66,612.11
5102	Salaries Part-Time - PPT	500.50
5103	Salaries Part-Time - TPT	272.00
5105	Salaries OverTime	37,405.05
5106	Salaries Strike Team OT	-
5108	Holiday Pay	4,043.75
5109	Sick Pay	4,266.99
5110	Annual Leave Buyback	-
5111	Vacation Buyback	-
5112	Sick Leave Buyback	-
5113	Vacation Pay	5,407.04
5114	Comp Pay	4,685.52
5115	Annual Leave Pay	10,266.88
5121	PERS Retirement	21,085.49
5122	Social Security	10,752.47
5123	PARS Retirement	7.51
5126	State Disability Ins.	1,234.88
5127	Deferred Compensation	125.00
5131	Health Insurance	17,683.45
5132	Dental Insurance	1,008.50
5133	Vision Insurance	272.18
5134	Life Insurance	126.22
5135	Long Term Disability	154.34
5143	Uniform Allowance	-
		185,909.88

<p>FIVE CITIES FIRE AUTHORITY</p> <p>DEPARTMENTAL LABOR DISTRIBUTION</p> <p>PAY PERIOD</p> <p>06/24/2022 - 07/07/2022</p> <p>7/15/2022</p>

BY ACCOUNT

5101	Salaries Full time	70,451.96
5102	Salaries Part-Time - PPT	-
5103	Salaries Part-Time - TPT	1,168.76
5105	Salaries OverTime	35,633.56
5106	Salaries Strike Team OT	-
5108	Holiday Pay	6,166.92
5109	Sick Pay	6,938.72
5110	Annual Leave Buyback	9,147.76
5111	Vacation Buyback	-
5112	Sick Leave Buyback	-
5113	Vacation Pay	5,086.08
5114	Comp Pay	2,630.88
5115	Annual Leave Pay	1,970.96
5121	PERS Retirement	21,024.80
5122	Social Security	12,445.17
5123	PARS Retirement	11.41
5126	State Disability Ins.	1,427.64
5127	Deferred Compensation	125.00
5131	Health Insurance	17,683.45
5132	Dental Insurance	1,008.50
5133	Vision Insurance	272.18
5134	Life Insurance	126.22
5135	Long Term Disability	154.34
5143	Uniform Allowance	26,652.60
		<u>220,126.91</u>

FIVE CITIES FIRE AUTHORITY
DEPARTMENTAL LABOR DISTRIBUTION

PAY PERIOD

07/08/2022 - 07/21/2022

7/29/2022

BY ACCOUNT

5101	Salaries Full time	77,793.28
5102	Salaries Part-Time - PPT	380.38
5103	Salaries Part-Time - TPT	408.00
5105	Salaries OverTime	30,012.96
5106	Salaries Strike Team OT	-
5108	Holiday Pay	-
5109	Sick Pay	1,785.90
5110	Annual Leave Buyback	-
5111	Vacation Buyback	-
5112	Sick Leave Buyback	-
5113	Vacation Pay	4,507.84
5114	Comp Pay	5,112.48
5115	Annual Leave Pay	3,413.08
5121	PERS Retirement	20,279.35
5122	Social Security	18,427.48
5123	PARS Retirement	13.23
5126	State Disability Ins.	2,185.19
5127	Deferred Compensation	-
5131	Health Insurance	-
5132	Dental Insurance	-
5133	Vision Insurance	-
5134	Life Insurance	-
5135	Long Term Disability	-
5143	Uniform Allowance	-
		164,319.17



STAFF REPORT

TO: Chair and Board Members MEETING DATE: August 19, 2022

FROM: Nicole Valentine, Treasurer

SUBJECT: Consideration of Changes to Unrepresented Employee Compensation

RECOMMENDATION

It is recommended that the Board: 1) Adopt the attached Resolution, increasing compensation for the unrepresented Management employees. 2) Adopt the attached Resolution, increasing compensation for the unrepresented part-time Office Assistant II position and the part-time Reserve Firefighter position.

BACKGROUND

Management compensation changes have historically occurred in July each year, in coordination with changes to compensation for City of Arroyo Grande management employees. During FY 2021-22, the FCFA Board approved a 3.5% increase for the unrepresented Management employees, Office Assistant II, and Reserve Firefighter. None of the affected employees is represented by a formal labor group or union.

At this time, the following changes to unrepresented employee compensation are recommended for approval:

- Salary adjustments of 3.5% to all management and part-time classifications is recommended in recognition of inflationary and "cost of living" factors in FY 2022-23.
- Increase the Authority's contribution toward the purchase of health, dental, and vision insurance consistent with the Local 4403 adjustment in December 2022.

No change to the Fire Chief's current salary is recommended at this time; any changes to salary will be determined during the annual evaluation process, which is currently underway.

It is recommended that the Authority's contribution toward the purchase of health, dental and vision insurance be adjusted in December 2022, consistent with the increase that will be implemented for Local 4403.

FISCAL IMPACT

The proposed increases have been included in the approved FY 2022-23 budget.

ALTERNATIVES

The following alternatives are provided for the Board's consideration:

1. Do not approve the proposed increases to unrepresented employee compensation and provide further direction to staff.

ATTACHMENTS

Resolution Establishing Wages and Benefits for Management Employees for Fiscal Year 2022-23
Resolution Amending the Salary Range for the Office Assistant II Position and Reserve Firefighter Position

PREPARED BY

N. Valentine, Treasurer

RESOLUTION NO. 2022-09

A RESOLUTION OF THE BOARD OF THE FIVE CITIES FIRE AUTHORITY ESTABLISHING WAGES AND BENEFITS FOR MANAGEMENT EMPLOYEES FOR FY 2022-23

WHEREAS, the Board of the Five Cities Fire Authority (“Authority”) has established a system of classification for all positions within the FCFA service with descriptive occupational titles used to identify and distinguish positions from one another based on job duties, essential functions, knowledge, skills, abilities and minimum requirements; and

WHEREAS, the Board has established a system of compensation for the classification titles listed herein, based on resolutions and agreements as approved and adopted by the Board; and

WHEREAS, the Board deems it in the best interest of the Authority that compensation for management employees be adjusted as hereinafter provided.

NOW, THEREFORE, BE IT RESOLVED by the Board of the Five Cities Fire Authority that:

SECTION 1. AFFECTED EMPLOYEES

The wages and benefits set forth herein are to be provided to all management employees and this Resolution supersedes Resolution No. 2021-07.

SECTION 2. WAGES

The salary ranges for all affected job classes shall be as set forth on Exhibit A, which is attached hereto and by this reference made a part hereof.

SECTION 3. DEFERRED COMPENSATION

The Authority shall contribute \$600 per year to management employees and \$1,200 for the Fire Chief to a defined contribution supplemental retirement plan established in accordance with sections 401 (a) and 501 (a) of the Internal Revenue Code of 1986 and California Government Code sections 53215-53224.

SECTION 4. HEALTH PLAN BENEFITS

A. Cafeteria Plan

1. The Authority shall contribute an equal amount towards the cost of medical coverage under the Public Employee's Medical and Hospital Care Act (PEMHCA) for both active employees and retirees. The

Authority's contribution toward coverage under PEMHCA shall be the minimum contribution amount established by CalPERS on an annual basis.

2. Employees participating in the full flex Cafeteria Plan shall receive a flex dollar allowance to purchase group health coverage for medical, dental and vision under the Cafeteria Plan. For the period of July 1, 2022 through November 30, 2022, the total monthly flex dollar allowance shall be \$851.82 with respect to an employee enrolled for self alone, \$1,607.76 for an employee enrolled for self and one dependent, and \$2,071.08 for any employee enrolled for self and two or more dependents. Effective December, 2022, for the January, 2023 premium, the total monthly flex dollar allowance shall be increased by an amount equal to one-half of the premium increase for the lowest cost HMO plan offered by CalPERS, up to a maximum of 5% of the premium increase. Any increase in premiums above this amount will be the full responsibility of the employee.
3. A portion of the flex dollar allowance (the PEMHCA minimum) is identified as the Authority's contribution towards PEMHCA. This amount shall be adjusted on an annual basis as the PEMHCA minimum contribution increases. Remaining flex dollars must be used by employees to participate in the Authority's health plans. Employees who waive medical coverage under the Cafeteria Plan because he/she provided the Authority with written proof that medical insurance coverage is in force through coverage provided by another source consistent with any rules or restrictions on the Authority by the medical plan provider, can take flex dollars for the amount provided to employees enrolled for self alone (taxable income), deposit it into their 457 plan, or use it to purchase voluntary products. No remaining flex dollars may be redeemed.

B. Medical Insurance

1. The Authority shall maintain health benefits through CalPERS for fiscal year 2022-23.

C. Vision Insurance

The Authority shall provide a Vision Care Plan for management employees. The Authority shall contribute up to the full family premium. The Authority may select an alternate vision care provider during the term of this resolution providing that:

1. Any new plan maintains equivalent benefits to the employees; and
2. At least twenty-one (21) days advanced notice of plan changes are provided to affected employees.

D. Dental Insurance Plan

The Authority shall provide a dental plan of the Authority's choice for management employees. The Authority shall contribute up to the full family premium. The Authority may select an alternate dental insurance plan provider during the term of this resolution providing that:

1. Any new plan maintains equivalent benefits to the employees; and
2. At least twenty-one (21) days advanced notice of plan changes are provided to affected employees.

SECTION 5. LIFE INSURANCE PLAN

- A. The Authority shall provide group term life insurance benefit plan for management employees, which shall provide for fifty thousand dollars (\$50,000) life and AD&D coverage for employees only during the term of their employment.
- B. The Authority shall make available additional voluntary life insurance coverage, at the employee's expense, as long as the minimum participation requirements of the insurance provider are met.

SECTION 6. SHORT AND LONG-TERM DISABILITY

The Authority shall provide a short and long-term disability plan for management employees during the term of their employment.

SECTION 7. RETIREMENT

A. Retirement Defined

Retirement is defined as the termination of employment at an age when the employee would qualify for an allowance under the Public Employees' Retirement System (PERS).

B. PERS Retirement Contributions

1. G.C. Section 21354.4. The CalPERS 2.5% at Age 55 Retirement Plan shall be provided for non-sworn employees hired prior to December 21, 2012. Non-sworn employees under this plan shall pay the full eight percent (8%) of the employee share of CalPERS.
2. G.C. Section 21354. The CalPERS 2.0% at Age 55 Retirement Plan shall be provided for non-sworn employees hired between December 21, 2012 and December 31, 2012, CalPERS "Classic" members hired on or after January 1, 2013, and those eligible for reciprocity hired on or after January 1, 2013. Non-sworn employees under this plan shall pay the full seven percent (7%) of the employee share of CalPERS.

3. G.C. Section 7522.20. The CalPERS 2% @ 62 Retirement Plan shall be provided for new non-sworn employees hired on or after January 1, 2013 who are not CalPERS "Classic" employees and are not eligible for reciprocity. Non-sworn employees under this plan shall pay at least 50% of the total normal cost rate (currently 6.25%) of the employee share of CalPERS.
4. G.C. Section 21362.2. The CalPERS Public Safety Officer 3% @ 55 Retirement Plan shall be provided for sworn personnel hired prior to December 31, 2012 or those who are CalPERS "Classic" employees or eligible for reciprocity. The FCFA pays two percent (2%) of the nine percent (9%) employee share of CalPERS. Effective on the first full pay period following July 1, 2018, the FCFA will pay zero percent (0%) and the employee will pay the full nine percent (9%) employee share of CalPERS.
5. G.C. Section 7522.25. The CalPERS Public Safety Officer 2.7% @ 57 Retirement Plan shall be provided for new employees hired on or after January 1, 2013 who are not CalPERS "Classic" employees and are not eligible for reciprocity. Sworn employees under this plan shall pay at least 50% of the total normal cost rate (currently 11.5%) of the employee share of CalPERS.
6. GC Section 20636 (c)(4) pursuant to Section 20691. The employee portion of the PERS contribution paid by the FCFA shall be reported to PERS as income.
7. G.C. Sections 21024 and 21027. Employees may buy back, at their expense, retirement service credit for prior military service as permitted by PERS.
8. GC Section 20042. For safety employees hired prior to December 31, 2013 and non-sworn employees hired prior to December 21, 2012, retirement benefits are based on the highest single year compensation.
9. GC Section 20037. For sworn safety employees hired on or after December 31, 2012 and non-sworn employees hired on or after December 21, 2012, retirement benefits are based on the highest average annual compensation earnable by a member during three consecutive years of employment.
10. GC Section 20965. Employees shall receive credit for unused sick leave.
11. GC Section 21548. The spouse of a deceased member, who was eligible to retire for service at the time of death, may elect to receive the Pre-Retirement Optional Settlement 2 Death Benefit.

12. Effective January 1, 2013, the Public Employees' Pension Reform Act of 2013 (PEPRA) shall apply to all sworn and non-sworn employees, as well as for employees transferring from other CalPERS or reciprocal agencies.

C. Retiree Medical

1. Employees who retire from Authority service shall be allowed to purchase medical insurance coverage through the Authority.
2. GC Section 22892. The Authority's contribution shall be an equal amount for both employees and annuitants, which shall be the minimum contribution amount established by CalPERS on an annual basis. The Authority's contribution shall be adjusted annually thereafter by the CalPERS Board to reflect any change in the medical care component of the Consumer Price Index, provided that the Authority is participating in the CalPERS Health Plan.
3. The Authority shall provide a supplemental contribution to employees that are: 1) employed on a full-time basis as of June 30, 2008 and who have been employed with the Authority on a full-time basis for five (5) years or more at the time of retirement; or 2) employed on a full-time basis after June 30, 2008 and who have been employed by the Authority on a full-time basis for ten (10) years or more at the time of retirement.

The supplemental contribution shall be equal to the difference between the minimum contribution amount established by CalPERS as set forth above in Section 4. A. 1. and the following amounts:

For single annuitant coverage:	\$175.10
For annuitant + 1 dependent:	\$302.85
For annuitant + 2 or more dependents:	\$376.79

SECTION 8. ANNUAL LEAVE

Regular, full-time management employees shall accrue annual leave with pay to be used as leave for vacation, illnesses, and other personal purposes. Management employees may accrue such paid leave as provided by this provision to be used in the future or may convert annual leave to salary compensation under the conditions contained in these regulations.

A. Accumulation Rates:

Management employees shall accrue annual leave based upon the following schedule:

1. Management employees with less than five (5) years of service shall earn annual leave at the rate of 29 days (232 hours) per year;
2. Management employees with five (5) to ten (10) years of service shall earn annual leave at the rate of 31 days (248 hours) per year;
3. Management employees with ten (10) to fifteen (15) years of service shall earn annual leave at the rate of 33 days (264 hours) per year; and
4. Management employees with over fifteen (15) years of service shall earn annual leave at the rate of 34 days (272 hours) per year.
5. New full-time management employees shall be granted fifty-six (56) hours of Annual Leave upon hiring. However, additional Annual Leave shall not be accumulated until after completion of three (3) months of continuous service. If a new management employee terminates during the first three months of employment, the Annual Leave balance shall reflect the actual amount that would have been accumulated at the established rate per pay period, less any usage. If the employee's usage of Annual Leave exceeds the adjusted accumulation amount, the employee shall refund the excess amount used. The refund to the City shall be equal to excess hours used times the employee's hourly salary compensation rate.

B. Maximum Accrual:

The maximum accrual of annual leave shall be 725 hours. If an employee has accrued the maximum number of hours, accrual of annual leave shall be discontinued. Accrual shall resume on the first day of the pay period following a reduction in the accrued balance below the maximum allowed.

C. Conversion to Salary:

A management employee may convert a maximum of 48 hours of annual leave to salary compensation per year. Such conversions shall be allowed at the first pay period in July and at the first pay period in December of each year. In order to be eligible to convert annual leave to salary compensation, the employee must: a) convert a minimum of sixteen (16) hours to pay; and b) upon making the conversion to pay, the employee must be left with a minimum of 160 hours of annual leave.

Employees who are promoted or reclassified into a management position and were not subject to the annual leave program for the entire twelve (12) month

period shall be allowed to include previous vacation and sick leave use as annual leave for the purpose of this provision.

D. Notification and Approval:

Annual leave shall be scheduled in advance by the employee whenever possible, subject to the approval of the department director. It is the responsibility of the employee to provide the supervisor or Fire Chief with reasonable notice of an absence. The Fire Chief shall have the authority to approve or deny the use of annual leave for any period of absence. The scheduling of the use of annual leave shall be by the Fire Chief with due regard to the wishes of the employee and particular regard for the needs of the Authority. Employees who are off for extended periods due to illness or injury may be required to provide a physician's statement authorizing their return to work.

Reasonable absences of less than eight (8) hours shall not be debited against annual leave. Such absences should have the prior approval of the employee's supervisor and/or Fire Chief.

E. Separation from Employment:

Management employees who separate their employment from the Authority shall have all annual leave accumulations converted to salary compensation at the employee's current rate. Compensation shall be paid in one lump sum. Annual leave shall not be used to extend an employee's actual date of separation. When notice is given by an employee that he/she is terminating, the use of annual leave shall be suspended. The only exception to this provision is that with the approval of the employee's supervisor, the employee may be granted short-term leave (one (1) to three (3) days) to attend to personal business. However, such short-term leaves may not be conducted consecutively and with a frequency to create in effect, a long-term leave.

F. Service Credit Conversion:

1. Upon retirement an employee may have unused annual leave converted to Service Credit with the Public Employees' Retirement System (PERS).
2. Annual leave shall be converted to sick leave for PERS at the rate of one (1) hour of annual leave equals one (1) hour of sick leave.
3. When unused annual leave is converted to sick leave, for a service credit conversion, an employee may not receive additional cash compensation for the unused leave.

G. Conversion of Sick leave and Vacation Leave to Annual leave:

Employees who are promoted or reclassified into a management position shall convert their sick leave and vacation leave accumulation to annual leave.

1. Sick leave accumulations shall be converted to annual leave at the rate of one (1) hour of sick leave equals one-half (0.5) hour of annual leave.
2. Vacation leave accumulations shall be converted to annual leave at the rate of one (1) hour of vacation leave equals one (1) hour of annual leave.

SECTION 9. HOLIDAYS

Management employees shall receive the following paid holidays:

New Year's Eve, December 31
New Year's Day, January 1
Martin Luther King Day, third Monday of January
Lincoln's Birthday, February 12 (or day of observance)
Washington's Birthday, third Monday of February
Memorial Day, the last Monday in May
Independence Day, July 4
Labor Day, the first Monday in September
Veteran's Day, November 11 (or day of observance)
Thanksgiving Day, fourth Thursday in November (or day of observance)
Day following Thanksgiving
Christmas Eve, December 24
Christmas Day, December 25
One Floating Day per Fiscal Year (employee choice with Supervisor approval)

Every day designated by the President, Governor, or Mayor for public observance as a special nonrecurring single event, such as the death of a national leader or end of war.

All holidays in the above schedule that fall on a Saturday shall be observed on the preceding Friday; all holidays in the above schedule that fall on a Sunday shall be observed on the following Monday.

SECTION 10. VEHICLE ASSIGNMENT OR ALLOWANCE

The Fire Chief and the Fire Battalion Chiefs shall be assigned a take home Authority vehicle.

SECTION 11. JURY DUTY

Management employees shall be granted leave with full pay and no loss in benefits when called for jury duty if the employee remits jury fees received for such jury duty. The employee may retain all travel pay or subsistence pay granted by the court because of the employee's participation in jury duty. The employee shall be responsible for notifying his/her supervisor as soon as possible upon receiving notice to appear for jury duty, make every reasonable effort to keep his/her supervisor advised as to the anticipated length of service, and return to work immediately following the end of jury duty service.

SECTION 12. BEREAVEMENT LEAVE

Management employees are entitled to a paid bereavement leave of absence, not to exceed five (5) days (forty (40) hours), in the event of the death of a member of the employee's immediate family, to include an employee's or spouse's parents, spouse, children, brother, sister, stepchildren, grandparents, grandchildren, aunt, uncle, son-in-law, daughter-in-law, step relatives described above, or any other person residing in the same household, for the purpose of attending the funeral and making other arrangements at the time the loss occurs. As a condition of granting leave for bereavement purposes, the appointing authority may request verification of the loss. Such leave is independent of annual leave. In order to receive this benefit, domestic partners must be registered with the Secretary of State.

SECTION 13. EMPLOYEE ASSISTANCE PLAN

The Authority shall provide an Employee Assistance Plan for management employees and their dependents during the term of their employment.

BE IT ALSO RESOLVED that the Clerk to the Board shall certify the passage and adoption of this Resolution and enter it into the book of original Resolutions.

On motion by _____, seconded by _____, and on the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

JEFF LEE, CHAIR

ATTEST:

TRICIA MEYERS, CLERK TO THE BOARD

APPROVED AS TO CONTENT:

STEPHEN C. LIEBERMAN, FIRE CHIEF

APPROVED AS TO FORM:

DAVID P. HALE, GENERAL COUNSEL

OFFICIAL CERTIFICATION

I, TRICIA MEYERS, Clerk to the Board of the Five Cities Fire Authority, County of San Luis Obispo, State of California, do hereby certify under penalty of perjury, that the attached Resolution No. 2022-09 is a true, full, and correct copy of said Resolution passed and adopted at the regular meeting of the Board of the Five Cities Fire Authority on the 19th day of August, 2022.

WITNESS my hand and the Seal of the Five Cities Fire Authority affixed this 19th day of August, 2022.

TRICIA MEYERS, CLERK TO THE BOARD

**FIVE CITIES FIRE AUTHORITY
SCHEDULE OF SALARY RANGES
MANAGEMENT
EFFECTIVE August 19, 2022**

	LOW	MID	HIGH	POSITION
Biweekly	3,273	3,626	3,980	ADMINISTRATIVE OPERATIONS MANAGER/CLERK TO THE BOARD
Monthly	7,091	7,857	8,623	
Annual	85,089	94,280	103,471	
Biweekly	4,843	5,365	5,888	BATTALION CHIEF
Monthly	10,493	11,625	12,756	
Annual	125,914	139,495	153,077	
Biweekly	5,618	6,225	6,831	FIRE CHIEF
Monthly	12,173	13,487	14,802	
Annual	146,072	161,845	177,618	

RESOLUTION NO. 2022-10

A RESOLUTION OF THE BOARD OF THE FIVE CITIES FIRE AUTHORITY AMENDING THE SALARY RANGE FOR THE OFFICE ASSISTANT II AND RESERVE FIREFIGHTER

WHEREAS, the Board of the Five Cities Fire Authority (“Authority”) has established a system of classification for all positions within the FCFA service with descriptive occupational titles used to identify and distinguish positions from one another based on job duties, essential functions, knowledge, skills, abilities and minimum requirements; and

WHEREAS, the Board has established a system of compensation for the classification titles listed herein, based on resolutions and agreements as approved and adopted by the Board; and

WHEREAS, the Board deems it in the best interest of the Authority that compensation for employees be adjusted as hereinafter provided.

NOW, THEREFORE, BE IT RESOLVED by the Board of the Five Cities Fire Authority that:

SECTION 1. AFFECTED EMPLOYEES

The wages set forth herein are to be provided to the Office Assistant II and Reserve Firefighter position.

SECTION 2. WAGES

Salary ranges for part-time employee classifications shall be adjusted as designated in Exhibit “A” attached hereto and incorporated herein by this reference, to be effective for the pay period beginning August 19, 2022.

SECTION 3. BENEFITS

All other part-time employee salary and benefit terms and conditions remain in full force and effect.

BE IT ALSO RESOLVED that the Clerk to the Board shall certify the passage and adoption of this Resolution and enter it into the book of original Resolutions.

On motion by _____, seconded by _____, and on the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

JEFF LEE, CHAIR

ATTEST:

TRICIA MEYERS, CLERK TO THE BOARD

APPROVED AS TO CONTENT:

STEPHEN C. LIEBERMAN, FIRE CHIEF

APPROVED AS TO FORM:

DAVID P. HALE, GENERAL COUNSEL

OFFICIAL CERTIFICATION

I, **TRICIA MEYERS**, Clerk to the Board of the Five Cities Fire Authority, County of San Luis Obispo, State of California, do hereby certify under penalty of perjury, that the attached Resolution No. 2022-10 is a true, full, and correct copy of said Resolution passed and adopted at the regular meeting of the Board of the Five Cities Fire Authority on the 19th day of August, 2022.

WITNESS my hand and the Seal of the Five Cities Fire Authority affixed this 19th day of August, 2022.

TRICIA MEYERS, CLERK TO THE BOARD

<p style="text-align: center;">FIVE CITIES FIRE AUTHORITY PART-TIME SALARY SCHEDULE EFFECTIVE August 19, 2022</p>
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GROUP: PART-TIME POSITIONS

	HOURLY RATE			
	Step A	Step B	Step C	Step D
Office Assistant II	\$18.81	\$18.71	\$20.72	\$21.77
Reserve Firefighter	\$16.00	\$17.00	\$18.00	