



AMENDED AGENDA

REGULAR MEETING CYPRESS CITY COUNCIL

December 11, 2023

5:00 P.M. - Closed Session

6:00 P.M. - General Session

www.cypressca.org

**5275 Orange Avenue
Cypress, California**

Interested in speaking to the City Council? Information about participating in the City Council meeting appears at the end of the agenda.

AGENDA AMENDMENT

- Agenda Item No. 1 - Submitted public comments attached to report.

CALL TO ORDER

5:00 P.M.

Executive Board Room

ROLL CALL

Cypress City Council, also acting as the Ex-Officio Governing Board of Directors of the Cypress Recreation and Park District

Mayor Anne Mallari

Mayor Pro Tem Scott Minikus

Council Member David Burke

Council Member Frances Marquez

Council Member Bonnie Peat

ORAL COMMUNICATIONS ON CLOSED SESSION / WORKSHOP ITEMS (Limited to 30 minutes - three minutes per speaker. The City Council may adjust the time allotted per speaker.)

The public may address the City Council on Closed Session/Workshop items prior to any action taken. Although Council Members may provide brief responses, the City Council may not engage in a discussion with members of the public during the meeting. Please complete a Speaker's Card to address the City Council in-person. Members of the public are encouraged to communication with the City Council via email at adm@cypressca.org or by calling 714-229-6699.

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Pursuant to Government Code Section 54956.9(d)(1)
Southwest Voter Registration Education Project v. City of Cypress
Case No. 30-2022-01270865-CU-CR-CJC
Orange County Superior Court

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Pursuant to Government Code Section 54956.9(d)(1)
Californians Aware v. City of Cypress
Case No. 30-2022-01260088-CU-WM-CJC
Orange County Superior Court

RECONVENE

6:00 P.M.
Council Chambers

ROLL CALL

Cypress City Council, also acting as the Ex-Officio Governing Board of Directors of the
Cypress Recreation and Park District

Mayor Anne Mallari
Mayor Pro Tem Scott Minikus
Council Member David Burke
Council Member Frances Marquez
Council Member Bonnie Peat

INVOCATION Neighborhood Church

PLEDGE OF ALLEGIANCE

REPORT OF CLOSED SESSION / WORKSHOP

City Manager/City Attorney

PRESENTATIONS

Outgoing Mayor Recognition

ORAL COMMUNICATIONS ON AGENDA ITEMS (Three minutes per speaker. The City Council may adjust the time allotted per speaker.)

The public may address the City Council on agenda items prior to any action taken. Although Council Members may provide brief responses, the City Council may not engage in a discussion with members of the public during the meeting. Please complete a Speaker's Card to address the City Council in-person. Please follow the instructions at the end of the agenda and wait for the Mayor/City Clerk to call on you to address the City Council virtually. Speakers providing in-person comments will be called first. Members of the public are encouraged to

communicate with the City Council via email at adm@cypressca.org or by calling 714-229-6699.

CONSENT CALENDAR

All matters listed on the Consent Calendar are to be approved with one motion unless a Council Member requests separate action on a specific item. Council Members voting no or abstaining on a Consent Calendar item may do so without removing the item from the Consent Calendar.

1. Receive and File Public Comments Submitted for the December 11, 2023 City Council Meeting

Prepared by: Alisha Farnell, City Clerk

Recommendation: Receive and file submitted public comments.

2. Introduce and/or Adopt All Ordinances and Resolutions Presented for Consideration by Title Only and to Waive Further Reading

3. Approve the 2024 City Council Regular Meeting Schedule

Prepared by: Alisha Farnell, City Clerk

Recommendation: Approve the 2024 City Council regular meeting schedule.

4. Adopt a Resolution Amending Hourly Pay Ranges for Temporary Part-Time and Seasonal Employees

Prepared by: Matt Burton, Director of Finance and Administrative Services

Recommendation: Adopt a Resolution amending hourly pay ranges for temporary part-time and seasonal employees.

NEW BUSINESS

5. City Council Reorganization

Prepared by: Alisha Farnell, City Clerk

Recommendation: Request City Clerk to take nominations and proceed with the selection of Mayor and Mayor Pro Tem.

ITEMS REMOVED FROM CONSENT CALENDAR

ORAL COMMUNICATIONS (Three minutes per speaker. The City Council may adjust the time allotted per speaker.)

The public may address the City Council on any item within the subject matter jurisdiction of the City Council. Although Council Members may provide brief responses, the City Council may not discuss nor take action on items that are not on the agenda. Please complete a Speaker's Card to address the City Council in-person. Members of the public are encouraged

to communicate with the City Council via email at adm@cypressca.org or by calling 714-229-6699.

COUNCIL MEMBER REPORTS FROM CITY-AFFILIATED BOARDS AND COMMITTEES AND REMARKS

COUNCIL MEMBER ITEMS FOR FUTURE CONSIDERATION

CITY MANAGER REMARKS

ADJOURNMENT

The next meeting will be an adjourned Regular Meeting, to be held on Monday, January 8, 2024, beginning at 5:30 p.m. in the Executive Board Room.

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted on the City Hall bulletin board and City website not less than 72 hours prior to the meeting. Dated this 6th day of December, 2023.

Alisha Farnell, City Clerk

PUBLIC PARTICIPATION

Members of the public can participate in the City Council meeting in the following ways:

1. Attend In-Person. First-come, first-served seating is available. All attendees must be free of any symptoms associated with contagious illnesses.
2. Attend Virtually via Webinar. Follow this link:
<https://attendee.gotowebinar.com/register/3760167474784251995>. Advanced registration is recommended.

The public may address the City Council virtually during Oral Communications on Agenda Items and Public Hearings. Virtual participants must click the 'hand raise' button prior to the end of the first in-person speaker to indicate they wish to address the City Council. Upon clicking the 'hand raise' button, please unmute your microphone and wait for the Mayor/City Clerk to call on you.



= Hand Raise



= Unmute

3. Submit Public Comments Prior to the Meeting. The public may submit comments via email to cityclerk@cypressca.org. Comments submitted by 3:00 p.m. on the day of the meeting will be added to the City Council agenda as a Consent Calendar item.
4. Watch the Meeting. The City Council meeting can be viewed on Spectrum Cable Channel 36 or on the City's website at www.cypressca.org/watchlive.
5. Listen to the Meeting. Listen-only teleconferencing is available by calling (213) 929-4212 and entering Access Code 473-313-479. No registration or audio pin is necessary.

INVOCATION POLICY

The City Council does not endorse the content of the invocation and does not endorse the invitational speaker's particular faith, belief and/or religious denomination. The City Council has an established neutral policy for selecting and scheduling invitational speakers. The City Council's policy on invocations is available from the City Clerk.

AMERICANS WITH DISABILITIES ACT

In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, you should contact the City Clerk at (714) 229-6685 at least 72 hours prior to the meeting to enable the City to make reasonable arrangements to assure accessibility to this meeting.



CITY OF CYPRESS
CITY COUNCIL REPORT

City Council Regular

1.

FROM: Alisha Farnell, City Clerk

DATE: 12/11/2023

SUBJECT: Receive and File Public Comments Submitted for the December 11, 2023
City Council Meeting

RECOMMENDATION

Receive and file submitted public comments.

BUDGET IMPACT

None.

LEGAL REVIEW

None required.

APPROVED BY: Peter Grant, City Manager

Attachments

Submitted Public Comments

From: [jonathan.hawes](#)
To: [City Clerk](#)
Subject: General public comment to be read at the next city council meeting
Date: Wednesday, November 29, 2023 7:29:25 AM

Good evening. My name is Jonathan Hawes. I served as El Monte City Clerk from 2013 to 2018. Since 2015 I have been a whistleblower on Andre Quintero and Team El Monte's embezzlement of \$10 million from the El Monte Promise Foundation scholarship fund. I have interviewed dozens of El Monte residents who have privately confirmed that Promise funds were used for fraudulent trips to Vietnam and Haiti, a bogus consultant in Salt Lake City, house repairs, and other unlawful expenditures. I have myself been interviewed by the FBI about two dozen times. Documents proving the embezzlement have been submitted to the FBI and the Los Angeles County District Attorney's Office.

A week ago, an El Monte resident with a documented history of harassing and fabricating lies about other residents, Gabby Leos, told a string of lies on cable news about El Monte Mayor Jessica Ancona. These lies were spoon-fed to her by City Manager Alma Martinez. El Monte Police Chief Jake Fisher, who went on record confirming one of Leos/Martinez's lies, needs to be fired for interfering in ongoing litigation by commenting publicly on said litigation, and for lying in his official capacity. Both Martinez and Fisher dislike Mayor Ancona due to her efforts to rid our city of the baleful influence of Andre Quintero and his Team El Monte minions, of which Martinez and Fisher are two. Martinez and Fisher have frequently made significant decisions without a vote from the council, which is unlawful, and Ancona has called out such improprieties, furthering their animosity towards her and her anti-corruption efforts.

I am asking the Cypress City Council to pass a resolution condemning these crimes and schemes in order to protect the greatest mayor El Monte has ever had, Mayor Jessica Ancona, and the vulnerable residents of one of the poorest cities in Southern California. If this criminal, FBI-investigated cabal succeeds in removing her from office via well-orchestrated, mendacious smear campaigns, we will be back to full dictatorship under Andre Quintero or one of his puppets. El Monte children, who should've been provided with college scholarships, were robbed by his embezzlement. Andre Quintero and Team El Monte members must go to prison. If you have any questions, please call or text me at (626) 863-2149. Thank you.

From: [Colleen Golden](#)
To: [City Clerk](#)
Subject: Fwd: reorganization meeting
Date: Friday, December 8, 2023 9:13:35 AM

Begin forwarded message:

From: Colleen Golden <colleen_golden@sbcglobal.net>
Subject: reorganization meeting
Date: December 8, 2023 at 8:45:13 AM PST
To: cityclerk@cypress.org
Cc: adm@cypressca.org

Dear City Council Members:

This correspondence is about the upcoming reorganization meeting. It is quite obvious who will not be selected and how divided our City is. It is quite disturbing to see what has happened to our City government the last few years and I don't see it improving.

I did not vote for Frances Marquez, however she was elected and never was given the opportunity to be Mayor Pro Tem and obviously never will be. Now we have a prospective Mayor was hand picked by our last City Council, this just doesn't seem fair. Unfortunately, many citizens are not aware of what is happening in our City, but in a few years, with the way things are going, they'll find out,

I'm writing this letter endorsing David Burke to be the next Mayor Pro Tem. We need his knowledge and concern for our community.

Respectfully,

Colleen Golden

From: [Lisa Del Sesto](#)
To: [City Clerk](#)
Subject: Public comment for 12/11 council meeting
Date: Saturday, December 9, 2023 4:36:30 PM

Hello. I am urging and encouraging the council to select David Burke as the next Mayor Pro Tem. He received the most votes when he ran for city council in 2022. Currently, the second place candidate is serving as mayor pro tem. I think the citizens spoke when he received the most votes in the election and he should not be overlooked when selecting the next Mayor Pro Tem. He is proving himself as a professional and hard-working member of the council and should be given this opportunity to serve as the spokesperson for the city.

Thank you for your time to read my comment.

Lisa Del Sesto

From: [Rose Ann Howard](#)
To: [City Clerk](#); [Rose Ann Howard](#)
Subject: David Burke for Mayor Pro Tem
Date: Sunday, December 10, 2023 10:26:09 AM

Hello,

We support David Burke for Mayor Pro Tem. David was the leading vote getter in the 2022 election. During that campaign he made an outstanding effort to meet with very many citizens of Cypress. He let us know who he is and he listened to our concerns and hopes for our city. He continues that dialogue with us and continues to earn our support. He is a knowledgeable professional who will be a great Mayor Pro Tem for the City of Cypress. Thank you. Frank Howard and Rose Ann Howard

From: [cherie](#)
To: [City Clerk](#)
Cc: [David Burke](#)
Subject: For public coment
Date: Sunday, December 10, 2023 5:48:31 PM

I am writing the City Council today to recommend and endorse David Burke to be elected Mayor Pro Tem.

David was a leading vote getter in the last election and represents a majority of citizens in our city. It will be the fairest vote this Council could do.

Cherie Hippler
Cypress Resident since 1973
6271 Barbados Avenue

From: [Toni Simpson](#)
To: [City Clerk](#)
Subject: Public Comment on Cypress City Council Meeting - David Burke as Mayor Pro Tem
Date: Sunday, December 10, 2023 9:04:39 PM

Good evening,

I have been made aware that the Cypress city council meeting happening on Monday 12/11 will be the city council reorganization meeting - when the council selects the new Mayor and Mayor Pro Tem. I realize there is no formal policy, but traditionally it goes in order of seniority and vote count. I agree with this manner of selection.

Scott Minikus (the second leading vote getter in 2022) is already serving as Mayor Pro Tem and is expected to ascend to Mayor. Therefore, based on tradition, the next Mayor Pro Tem should be David Burke, as he was the leading vote getter in the 2022 election. The people of Cypress voiced their respect and belief in David to lead. I hope the council follows what Cypress citizens made clear and does not fall to partisan politics once again. Francis Marquez was skipped over last year for what I believe was partisan politics and, in my opinion, that act was blatantly unfair. We have enough of that at the state and federal level. It would be refreshing and restoring to know our local government rather act with principle, over party.

David Burke should be the next Mayor Pro Tem. Thank you for your time.

Best,
Toni Simpson

Toni Simpson

Account Analyst
CA Lic 0H64398

Phone: 714.759.2760
Mobile: 714.336.5976
toni@ameliarisk.com



Amelia Risk Insurance Brokers
CA Agency Lic 6000936
www.ameliarisk.com

From: [balagot5](#)
To: [City Clerk](#)
Subject: Public Comment for City Council Meeting
Date: Monday, December 11, 2023 8:37:14 AM
Attachments: [David Burke for Mayor Pro Tem.pdf](#)

Good Morning,

I would like to submit my public comment for the Cypress City Council Meeting for Dec 11, 2023 regarding the selection of Mayor Pro Tem. Please see attached pdf.

Thank you,

Carolyn Balagot
Cypress Resident

Carolyn Balagot
4774 Larwin Ave.
Cypress, CA. 90630
balagotfamily@gmail.com

December 11, 2023

Subject: Recommendation for David Burke as Mayor Pro Tem

Dear Cypress Community and Cypress City Council,

I am writing to express my strong support for David Burke as a candidate for Mayor Pro Tem in Cypress. Having closely observed his dedication, leadership skills, and commitment to our community, I believe David is the ideal candidate for this important role.

I believe that as the candidate who received the most votes in the last election, David is the clear choice for Mayor Pro Tem. As elected officials, you must conduct the affairs of our city in accordance with the will of the people. The community has spoken on this manner with their votes.

I have had the pleasure of working alongside David on various community projects and initiatives over the past couple of years. His passion for our city and his ability to bring people together make him an outstanding choice for Mayor Pro Tem. David's unwavering commitment to fostering positive change and addressing the needs of our residents is truly commendable.

One of David's standout qualities is his ability to listen attentively to the concerns of the community. He consistently seeks input from a diverse range of voices and collaborates with others to develop thoughtful and inclusive solutions. This approach not only strengthens community engagement but also ensures that the decisions made reflect the collective interests of our residents.

In addition to his excellent communication skills, David's experience in law has equipped him with a solid understanding of the challenges and opportunities facing our city. His strategic thinking, coupled with a proactive and solution-oriented mindset, will undoubtedly contribute to the continued success and growth of our community.

I am confident that David Burke's leadership qualities, integrity, and proven track record make him the right choice for Mayor Pro Tem. I urge you to consider his candidacy seriously and, if possible, to support his nomination during the selection process.

Thank you for your time and consideration.

Sincerely,

Carolyn Balagot

From: [Meghna Vink](#)
To: [City Clerk](#)
Subject: Public Comment: Mayor Pro Tem Selection
Date: Monday, December 11, 2023 8:54:32 AM

I believe that selecting David Burke as Mayor Pro Tem would be the fair/right thing for the council to do because he was the leading vote getter in the 2022 election. The second leading vote getter in 2022 is already serving as Mayor Pro Tem and is expected to ascend to Mayor. There is no valid reason the third leading vote getter (Bonnie Peat) should be selected as Mayor Pro Tem over him.

Thanks,
Meghna
Resident of Cypress

From: [BrookeBNafarrete](#)
To: [City Clerk](#)
Subject: Comments for Monday December 11th Council Meeting
Date: Monday, December 11, 2023 12:25:59 PM

December 10, 2023

Dear Mayor Anne Mallari, Mayor Pro Tem Scott Minikus and Council Members,

I am sending this letter since I am unable to attend the council meeting in person. First, congratulations to Mayor Mallari for a successful year even though it was a bumpy ride. Job well done!

The purpose of this letter is to address agenda item number five, City Council Reorganization.

I would like to recommend Mayor Pro Tem Scott Minikus become the Mayor for the next term. In regards to the Mayor Pro Tem position both council member Bonnie Peat and David Burke are well qualified. They both offer different skill sets that are beneficial to the city. While in the past, for the most part the roles of Mayor and Mayor Pro Tem have been decided upon based on prior election results. The council member that received the highest number of votes in the last election is David Burke.

While I usually do not agree with councilmember Burke's positions, he has shown that he reviews all materials in depth in preparation for council meeting and most notably often offers alternative ideas/solutions to issues. I commend him for these efforts and always appreciate new ideas and/or alternative solutions to issues, even those that I may not agree with.

Opposing political views should not always be the sole reason for lack of support. There are some times when placing two mature and well balanced individuals together who can work through issues benefits all parties.

With this said I support council member David Burke for the position of Mayor Pro Team and as always respect the decision of council should they choose otherwise as council member Bonnie Peat brings a different set of valuable skills to the table as well.

As a side note, I would like to see council member David Burke work with Scott Minikus in regards to the homeless population. I believe that Scott Minikus has extensive experience in dealing with the homeless population given his prior law enforcement service. I am noticing an uptick in homelessness among seniors (I wonder if any of these might be veterans) in our community and this makes me very sad and concerned.

Thank you for your time and all of your hard work.

Happy Hannukah, Merry Christmas and Happy New Year to all!

Brooke Nafarrete
Resident of Cypress

From: [Jimmy Fuller](#)
To: [City Clerk](#)
Subject: Comment to Council Agenda Item 5 - Dec 11, 2023 Meeting
Date: Monday, December 11, 2023 12:26:29 PM

Public Comment for Agenda Item #5

I am emailing you as I will be unable to attend the meeting on Monday night and cannot speak in person. I would like to express my support to nominate Mayor Pro Tem Minikus to the position of Mayor and council member Burke to the position of Mayor Pro Tem.

For as long as I can remember, the ceremonial yet important positions of Mayor and Mayor Pro Tem have been based on the election result tallies (total number of votes received). I would like to see this tradition continue by placing council member Minikus in as mayor, then council member Burke as the council member with the highest number of votes (in the last election) being selected Mayor Pro Tem. Council member Peat should then be selected in 2025 as Mayor Pro Tem.

Opposite political views should not be a reason for not continuing this tradition. While I don't agree with some of the votes and decisions by council member Burke, he has shown up prepared for each meeting and listens to all viewpoints from the dais. Council member Minikus will make an excellent Mayor I hope he is your selection for that position.

As always thank you for your hard work for the residents of Cypress. With all of the wild lawsuits going on we need a council who is steadfast on their defense of our city. Thank you,

--

Jimmy Fuller

From: [Brittney Cook](#)
To: [City Clerk](#)
Subject: Comments for Cypress City Council Meeting Tonight 12/11
Date: Monday, December 11, 2023 1:48:22 PM

Good afternoon city council members,

I hope this email finds you well. I am unable to attend tonight's meeting... I could make up some excuse that sounds good, but I'll tell you the truth - our team is playing tonight, and we take football very seriously in this house. Go Fins! Football isn't the only thing I love though, I love this city. So, I wanted to reach out to share my thoughts on agenda item 5, the reorganization of council positions.

For as long as I have been following our city council, the placement of Mayor and Mayor Pro Tem have been based on the number of votes in the most recent election. It's clear how important elections are to our city and our council, given the fact that we're currently in a lawsuit to maintain our at large election system. So, I would assume that same desire to maintain the integrity of the elections and council positions in Cypress will continue to be applied here by honoring the process in which those who receive more votes represent the city in these important positions of Mayor and Mayor Pro Tem. What better way to show how much we value the citizen's ability to choose all of their council members, than to use those same votes to decide who represents the group? See what I did there? I used the logic you're applying to one scenario and tied it in to see if you'll apply the same logic to this scenario.

All shenanigans aside, though... it goes without saying that I would not be sending this email if I didn't think that Scott and David would be a great team. Personally, I think they provide a great balance to each other and have both shown strength in their leadership capabilities.

I may or may not see you around between now and the next meeting in January, so in case I don't see you.... Merry Christmas, Happy New Year, and I wish you and your families love and laughter during the holidays.

What you do is truly a thankless job, and regardless of whether or not I agree with every decision you make, I know that you are doing your best and for that, I thank you.

Thank you,
Brittney Cook
Cell: 714-342-8585
bcook90630@gmail.com



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

3.

FROM: Alisha Farnell, City Clerk

DATE: 12/11/2023

SUBJECT: Approve the 2024 City Council Regular Meeting Schedule

RECOMMENDATION

Approve the 2024 City Council regular meeting schedule.

DISCUSSION

Municipal Code Section 2-1 establishes that City Council shall hold regular meetings on the second and fourth Monday of each month.

Per City Charter Section 407, any time a regular meeting falls on a holiday, such meeting shall be held on the next business day. In 2024, regular City Council meetings are scheduled on the Memorial Day and Veterans Day holidays. As such, the 2024 City Council regular meeting schedule moves these meetings to the following Tuesday.

The 2024 City Council regular meeting schedule accounts for area school academic calendars and cancels the first meeting in April, the second meeting in July, and the first meeting in August to provide the City Council and staff with the opportunity to take a vacation. Traditionally, the City Council has not met a second time in November and December due to the meetings' proximity to major holidays. Preparing for and staffing a City Council meeting is a major undertaking with significant financial and opportunity costs. Consolidating meetings during the historically slow times of year for City Council business also improves organizational efficiency. As is always the case, if urgent business confronts the City, a special City Council meeting can be called to address it.

BUDGET IMPACT

None.

LEGAL REVIEW

None required.

APPROVED BY:

Peter Grant, City Manager

Attachments

2024 City Council Meeting Schedule



2024 CITY COUNCIL MEETINGS

Monday, January 8, 2024 – Regular Meeting
Monday, January 22, 2024 – Regular Meeting
Monday, February 12, 2024 – Regular Meeting
Monday, February 26, 2024 – Regular Meeting
Monday, March 11, 2024 – Regular Meeting
Monday, March 20, 2024 – Special Meeting (Strategic Planning)
Monday, March 25, 2024 – Regular Meeting
Monday, April 8, 2024 – **Canceled**
Monday, April 22, 2024 – Regular Meeting
Monday, May 13, 2024 – Regular Meeting
Tuesday, May 28, 2024 – Regular Meeting*
Monday, June 10, 2024 – Regular Meeting
Monday, June 24, 2024 – Regular Meeting
Monday, July 8, 2024 – Regular Meeting
Monday, July 22, 2024 – **Canceled**
Monday, August 12, 2024 – **Canceled**
Monday, August 26, 2024 – Regular Meeting
September, 2024 – Special Meeting (Strategic Planning)
Monday, September 9, 2024 – Regular Meeting
Monday, September 23, 2024 – Regular Meeting
Monday, October 14, 2024 – Regular Meeting
Monday, October 28, 2024 – Regular Meeting
Tuesday, November 12, 2024 – Regular Meeting*
Monday, November 25, 2024 – **Canceled**
Monday, December 9, 2024 – Regular Meeting
Monday, December 23, 2024 - **Canceled**

* Meetings on Tuesday in observance of Memorial Day and Veterans Day holidays.



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

4.

FROM: Matt Burton, Director of Finance and Administrative Services

DATE: 12/11/2023

SUBJECT: Adopt a Resolution Amending Hourly Pay Ranges for Temporary Part-Time and Seasonal Employees

RECOMMENDATION

Adopt a Resolution amending hourly pay ranges for temporary part-time and seasonal employees.

DISCUSSION

Earlier this year, the State Department of Finance certified under Labor Code section 1182.12(c)(3)(B) that annual inflation for the period July 1, 2022 through June 30, 2023 will trigger a minimum wage increase from \$15.50 per hour to \$16.00 per hour effective January 1, 2024. This change applies to all California employers and necessitates pay range adjustments for certain City and District part-time classifications.

The attached pay schedule complies with the law and addresses potential compaction issues between classifications. The pay ranges for Recreation Leader I-IV, Administrative Intern, Maintenance Attendant, Police Aide, Recreation Facilities Attendant, and Customer Service Specialist have been adjusted to reflect a \$0.50 per hour increase and the new ranges will be effective December 22, 2023.

The pay schedule has also been updated to reflect automatic pay range adjustments effective in July 2023 for certain part-time classifications to equal the pay range of the associated full-time classifications. These automatic pay range adjustments impact the part-time classifications of Maintenance Worker, Office Assistant I/II, Recreation Specialist, Chief of Police, Police Captain, City Engineer, Finance Manager/Assistant Director of Finance and Administrative Services, City Clerk, Maintenance Superintendent, Recreation and Community Services Manager, and all director positions. Additionally, the pay range for the part-time Investigative Assistant classification has been adjusted to align with the Office Assistant I/II position effective December 22, 2023.

BUDGET IMPACT

The recommended hourly rate increases are expected to increase personnel costs between \$6,000 and \$9,000 for the final six months of the fiscal year depending on the volume of part-time hours worked. These hourly wage increases were anticipated and sufficient amounts are available in the FY 2023-24 budget.

LEGAL REVIEW

None required.

APPROVED BY: Peter Grant, City Manager

Attachments

Resolution - Part Time Hourly Rates
Attachment A - Part Time Pay Schedule

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS,
AND ACTING AS EX OFFICIO GOVERNING BOARD OF DIRECTORS
OF THE CYPRESS RECREATION AND PARK DISTRICT AMENDING
RESOLUTION NO. 6906 ESTABLISHING HOURLY PAY RANGES
FOR TEMPORARY PART-TIME AND SEASONAL POSITIONS

WHEREAS, the Personnel Rules and Regulations of the City of Cypress require that amendments or revisions to the Position Classification Plan, revisions to class specifications or salary adjustments for positions be approved by the City Council, and acting as ex-officio Board of Directors of the Cypress Recreation and Park District; and

WHEREAS, on July 31, 2023, the Director of the Department of Finance certified that based on the annual inflation rate from July 1, 2022 to June 30, 2023, under Labor Code section 1182.12(c)(3)(B), the California minimum wage must be increased from \$15.50 per hour to \$16.00 per hour for all employers effective January 1, 2024; and

WHEREAS, certain part-time classifications are being updated to comply with minimum wage requirements and to avoid internal compaction between classifications;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL of the City of Cypress, and acting as ex-officio Board of Directors of the Cypress Recreation and Park District, that Resolution No. 6866 be amended as indicated below:

SECTION 1. Effective December 22, 2023, the increases associated with minimum wage adjustments for temporary part-time and seasonal employees in the positions indicated shall be compensated as indicated in Attachment "A".

SECTION 2. Current and future pay increases for the temporary part-time classifications of Maintenance Worker, Office Assistant I/II, Recreation Specialist, and all management classifications will be adjusted to be consistent with the regular full-time classifications.

SECTION 3. A temporary part-time and seasonal employee is eligible for a merit increase within the salary range established for the position based on acceptable job performance as approved by the Department Director and provided that the employee has worked a minimum number of hours from the date of appointment or the date of the last merit increase as indicated on the Attachment "A".

SECTION 4. A temporary part-time and seasonal employee must meet the qualifications of a position as specified in the job specification in order to qualify for a promotion to a position with a higher rate of pay. In addition, all promotions shall be based on acceptable job performance as approved by the Department Director.

SECTION 5. Incumbents of temporary part-time and seasonal positions receive no benefits except as required by State and Federal Law.

SECTION 6. All resolutions and parts of resolutions in conflict herewith are hereby rescinded.

PASSED AND ADOPTED by the City Council of the City of Cypress, and acting as ex-officio governing Board of Directors of the Cypress Recreation and Park District, at a regular meeting held on the 11th day of December, 2023.

MAYOR OF THE CITY OF CYPRESS

ATTEST:

CITY CLERK OF THE CITY OF CYPRESS

STATE OF CALIFORNIA }
COUNTY OF ORANGE } SS

I, ALISHA FARNELL, City Clerk of the City of Cypress, DO HEREBY CERTIFY that the foregoing Resolution was duly adopted at a regular meeting of the said City Council held on the 11th day of December, 2023, by the following roll call vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:

CITY CLERK OF THE CITY OF CYPRESS

ATTACHMENT "A"
CITY OF CYPRESS
TEMPORARY PART-TIME AND SEASONAL EMPLOYEES
HOURLY PAY RANGES
EFFECTIVE DECEMBER 22, 2023

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	
Recreation Leader I			\$16.0000			
Recreation Leader II			\$16.2500			
Recreation Leader III			\$16.7500	\$17.2500	\$17.7500	
Recreation Leader IV			\$18.5000	\$19.0000	\$19.5000	
STEP INCREASE ELIGIBILITY MINIMUM: 500 HOURS						
	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	
Administrative Intern	\$16.2500	\$17.0000	\$17.7500	\$18.5000	\$19.2500	
Customer Service Specialist	\$17.0000	\$18.0000	\$19.0000	\$20.0000	\$21.0000	
Maintenance Attendant			\$16.0000	\$16.5000	\$17.0000	
Police Aide	\$16.0000	\$16.5000	\$17.0000	\$17.5000	\$18.0000	
Recreation Facilities Attendant			\$16.0000	\$16.5000	\$17.0000	
Investigative Assistant I	\$20.4346	\$21.4615	\$22.5231	\$23.6538	\$24.8250	
Investigative Assistant II	\$22.5231	\$23.6538	\$24.8250	\$26.0827	\$27.3923	
Police Officer Trainee	\$30.2200					
STEP INCREASE ELIGIBILITY MINIMUM: 1,040 HOURS						
(Effective July 7, 2023)						
	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>
Maintenance Worker	\$22.5231	\$23.6654	\$24.8712	\$26.1058	\$27.3923	\$28.7712
Office Assistant I	<u>A</u>	<u>A1</u>	<u>B</u>	<u>B1</u>	<u>C</u>	<u>C1</u>
	\$20.4346	\$20.9538	\$21.4615	\$21.9981	\$22.5231	\$23.0942
	<u>D</u>	<u>D1</u>	<u>E</u>			
	\$23.6538	\$24.2365	\$24.8250			
Office Assistant II	<u>A</u>	<u>A1</u>	<u>B</u>	<u>B1</u>	<u>C</u>	<u>C1</u>
	\$22.5231	\$23.0942	\$23.6538	\$24.2365	\$24.8250	\$25.4538
	<u>D</u>	<u>D1</u>	<u>E</u>			
	\$26.0827	\$26.7288	\$27.3923			
Recreation Specialist	<u>A</u>	<u>A1</u>	<u>B</u>	<u>B1</u>	<u>C</u>	<u>C1</u>
	\$20.4005	\$20.9107	\$21.4207	\$21.9561	\$22.0289	\$22.4915
	<u>D</u>	<u>D1</u>	<u>E</u>			
	\$23.6163	\$24.2067	\$24.7971			
STEP INCREASE ELIGIBILITY MINIMUM: 1,040 HOURS						

ATTACHMENT "A"
CITY OF CYPRESS
TEMPORARY PART-TIME AND SEASONAL EMPLOYEES
HOURLY PAY RANGES
EFFECTIVE DECEMBER 22, 2023

Temporary Part-Time Management Positions (Effective July 7, 2023)

Chief of Police	\$105.0980 – \$123.2942
Police Captain	\$85.1653 – \$102.2365
Director of Finance and Administrative Services	\$96.0115 – \$115.2173
Director of Public Works	\$96.0115 – \$115.2173
Director of Planning	\$85.6788 – \$102.8826
Director of Recreation and Community Services	\$74.8961 – \$93.6230
City Engineer	\$66.7961 – \$87.9865
Finance Manager/Assistant Director of Finance and Administrative Services	\$66.7961 – \$87.9865
City Clerk	\$56.1000 – \$76.0615
Maintenance Superintendent	\$54.5307 – \$70.8865
Recreation and Community Services Manager	\$54.5307 – \$70.8865



CITY OF CYPRESS
CITY COUNCIL REPORT

City Council Regular

5.

FROM: Alisha Farnell, City Clerk
DATE: 12/11/2023
SUBJECT: City Council Reorganization

RECOMMENDATION

Request City Clerk to take nominations and proceed with the selection of Mayor and Mayor Pro Tem.

DISCUSSION

Pursuant to City Charter Section 404(a), the City Council shall elect one of its members as Mayor and one of its members as Mayor Pro Tem.

An outline for the reorganization proceedings describing the method of nominating Council Members for the seats of Mayor and Mayor Pro Tem is attached.

BUDGET IMPACT

None.

LEGAL REVIEW

None required.

APPROVED BY: Peter Grant, City Manager

Attachments

Reorganization Process



City of Cypress

CITY COUNCIL REORGANIZATION

Monday, December 11, 2023

1. Election of Mayor

- A. City Clerk calls for nominations for the position of Mayor
- B. Nomination made by motion and second**
- C. City Clerk calls for a vote

2. Election of Mayor Pro Tem

- A. City Clerk calls for nominations for the position of Mayor Pro Tem
- B. Nomination made by motion and second**
- C. City Clerk calls for a vote

3. Remarks

- A. Opportunity for remarks by Incoming Mayor and Mayor Pro Tem

** If a substitute motion/nomination is made prior to the vote, action must be taken on the substitute motion first. If substitute motion fails, vote is taken on original motion.