

**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA HABRA REPEALING AND REPLACING RESOLUTION NO. 5865 PERTAINING TO A COMPENSATION PLAN FOR POLICE ASSOCIATION CIVILIAN PERSONNEL

WHEREAS, the City Council of the City of La Habra, California adopted a compensation plan in Resolution No. 5865 on August 6, 2018; and

WHEREAS, the City Council desires to repeal and replace said Resolution.

NOW, THEREFORE, the City Council of the City of La Habra does hereby resolve as follows:

**SALARY PLAN**

Section 1. Monthly and Hourly Employees. That there hereby is established a compensation plan for those employees of the City who are now, or who may hereafter be, employed in the Police Civilian Group. Attached is Exhibit "A" indicating the salaries for classifications of this employee group.

PASSED, APPROVED AND ADOPTED this 21<sup>st</sup> day of June, 2021.

\_\_\_\_\_  
Rose Espinoza, Mayor

ATTEST:

\_\_\_\_\_  
Laurie Swindell, CMC, City Clerk

STATE OF CALIFORNIA )  
COUNTY OF ORANGE )SS.  
CITY OF LA HABRA )

I, Laurie Swindell, City Clerk for the City of La Habra, do hereby certify that the above and foregoing is a true and correct copy of Resolution No. introduced and adopted at a Regular Meeting of the City Council of the City of La Habra held on the 21st day of June, 2021, by the following roll call vote:

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

Witness my hand and the official seal of the City of La Habra this 21<sup>st</sup> day of June, 2021.

\_\_\_\_\_  
Laurie Swindell, CMC, City Clerk

## Police -Civilian

### One-time Pay Adjustment:

Prior to June 30, 2021, the City will provide a one-time lump sum pay adjustment of four percent (4%) to all active full-time employees. The calculation of the one-time pay adjustment will be as follows: base hourly rate x 2,080 hours x .04 based on the salary in effect on June 18, 2021. (Employees hired on or after June 18, 2021 will not be eligible for the lump sum payment).

Prior to June 30, 2022, the City will provide a one-time lump sum pay adjustment of four percent (4%) to all active full-time employees. The calculation of the one-time pay adjustment will be as follows: base hourly rate x 2,080 hours x .04 based on the salary in effect on June 17, 2022. (Employees hired on or after June 17, 2022 will not be eligible for the lump sum payment).

### Shift Differential:

Effective July 3, 2021, the City agrees to increase the shift differential as follows:

- Swing Shift Assignment: \$0.75/hr.
- Graveyard Assignment: \$1.50/hr.

### Insurance:

City contribution for health insurance as follows on a use or lose basis:

#### **Year 1 – Effective December 1, 2021:**

<u>Employee</u> \$1,450	<u>Employee+1</u> \$1,500	<u>Employee+2 or More</u> \$1,650
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#### **Year 2 – Effective December 1, 2022:**

<u>Employee</u> \$1,450	<u>Employee+1</u> \$1,600	<u>Employee+2 or More</u> \$1,750
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### Retirement Health Savings:

Effective July 3, 2021, The City will contribute \$10 per month for each unit member into the Retirement Health Savings Plan.

Wellness:

Effective July 3, 2021, the City agrees to increase the reimbursement by \$100 to a maximum of \$200 per year and will include wellness examinations, fitness equipment, fitness or self-defense classes, fitness application, or annual membership to a gym, dojo, or yoga studio as part of maintaining wellness. All reimbursements will be made on an annual basis only (monthly receipts will not be accepted).

Holiday:

Effective July 3, 2021, the City will provide one additional holiday as Martin Luther King Jr. Day (the third Monday in January) to the holiday schedule for a total of 11 holidays

**EXHIBIT "A"  
HOURLY BASE RATE**

<b>EFFECTIVE July 3, 2021</b>		<b>START</b>	<b>AFTER</b>	<b>MERIT + ONE YEAR</b>						
<b>POLICE - CIVILIAN</b>		<b>RATE</b>	<b>6 MOS</b>	<b>---IN PRIOR STEP---</b>			-----	-----	-----	-----
	<b>RANGE</b>	<b>STEP A</b>	<b>STEP B</b>	<b>STEP C</b>	<b>STEP D</b>	<b>STEP E</b>	<b>STEP F</b>	<b>STEP G</b>	<b>STEP H</b>	<b>STEP I</b>
ANIMAL CONTROL OFFICER	P23A	25.488	26.762	28.100	29.505	30.980	31.919	32.557	33.209	34.039
BUREAU MANAGER	P37	35.661	37.444	39.316	41.282	43.346	44.659	45.552	46.464	47.625
COMM SERVICE OFFICER II	P30A	26.495	27.820	29.211	30.672	32.205	33.181	33.845	34.521	35.384
COMMUN OPER SUPERVISOR	P32	32.153	33.761	35.449	37.221	39.082	40.267	41.072	41.893	42.941
COMMUNICATIONS OPERATOR	P25	26.896	28.241	29.653	31.135	32.692	33.683	34.356	35.044	35.920
COMMUNITY SERVICE OFFICER	P19	22.831	23.972	25.171	26.430	27.751	28.592	29.164	29.747	30.491
CRIME ANALYST/INF SPEC	P35	31.840	33.432	35.103	36.858	38.701	39.874	40.671	41.485	42.522
CRIME PREV SPECIALIST	P23B	25.488	26.762	28.100	29.505	30.980	31.919	32.557	33.209	34.039
COURT LIAISON	P19A	22.831	23.972	25.171	26.430	27.751	28.592	29.164	29.747	30.491
POLICE ADMIN SPECIALIST	P22A	25.386	26.655	27.988	29.388	30.857	31.792	32.428	33.076	33.903
POLICE OFFICER TRAINEE	P21	25.004	- SIX MONTH POSITION -							
POLICE RECORDS SPECIALIST	P09B	20.616	21.647	22.729	23.865	25.059	25.818	26.334	26.861	27.533
POLICE SECRETARY	P20	23.077	24.231	25.442	26.714	28.050	28.900	29.478	30.068	30.819
PROPERTY/EVIDENCE TECH	P09A	20.223	21.234	22.296	23.411	24.581	25.326	25.833	26.349	27.008
RECORDS SPEC SUPERVISOR	P15	28.184	29.594	31.073	32.627	34.258	35.296	36.002	36.722	37.640
SENIOR POLICE SECRETARY	P22A	25.386	26.655	27.988	29.388	30.857	31.792	32.428	33.076	33.903
SR ANIMAL CONTROL OFFICER	P30	28.244	29.656	31.139	32.696	34.331	35.371	36.078	36.800	37.720
SR PROPERTY EVIDENCE TECH	P30B	26.495	27.820	29.211	30.672	32.205	33.181	33.845	34.521	35.384
YOUTH SERVICE OFFICER	P31	24.425	25.646	26.928	28.275	29.688	30.588	31.200	31.824	32.619

**EXHIBIT "A" CONTINUED  
HOURLY BASE RATE**

<b>EFFECTIVE July 2, 2022</b>		<b>START</b>	<b>AFTER</b>	<b>MERIT + ONE YEAR</b>						
<b>POLICE - CIVILIAN</b>		<b>RATE</b>	<b>6 MOS</b>	<b>---IN PRIOR STEP---</b>			-----	-----	-----	-----
	<b>RANGE</b>	<b>STEP A</b>	<b>STEP B</b>	<b>STEP C</b>	<b>STEP D</b>	<b>STEP E</b>	<b>STEP F</b>	<b>STEP G</b>	<b>STEP H</b>	<b>STEP I</b>
ANIMAL CONTROL OFFICER	P23A	26.125	27.431	28.803	30.243	31.755	32.718	33.372	34.039	34.890
BUREAU MANAGER	P37	36.553	38.380	40.299	42.314	44.430	45.776	46.692	47.625	48.816
COMM SERVICE OFFICER II	P30A	27.157	28.515	29.941	31.438	33.010	34.010	34.690	35.384	36.269
COMMUN OPER SUPERVISOR	P32	32.957	34.605	36.335	38.152	40.059	41.273	42.098	42.940	44.014
COMMUNICATIONS OPERATOR	P25	27.568	28.947	30.394	31.914	33.510	34.525	35.215	35.920	36.818
COMMUNITY SERVICE OFFICER	P19	23.402	24.572	25.800	27.090	28.445	29.307	29.893	30.491	31.253
CRIME ANALYST/INF SPEC	P35	32.636	34.268	35.981	37.780	39.669	40.871	41.689	42.522	43.585
CRIME PREV SPECIALIST	P23B	26.125	27.431	28.803	30.243	31.755	32.718	33.372	34.039	34.890
COURT LIAISON	P19A	23.402	24.572	25.800	27.090	28.445	29.307	29.893	30.491	31.253
POLICE ADMIN SPECIALIST	P22A	26.021	27.322	28.688	30.122	31.628	32.587	33.238	33.903	34.751
POLICE OFFICER TRAINEE	P21	25.629	- SIX MONTH POSITION -							
POLICE RECORDS SPECIALIST	P09B	21.131	22.188	23.297	24.462	25.685	26.464	26.993	27.533	28.221
POLICE SECRETARY	P20	23.654	24.837	26.078	27.382	28.751	29.623	30.215	30.819	31.590
PROPERTY/EVIDENCE TECH	P09A	20.729	21.765	22.853	23.996	25.196	25.959	26.478	27.008	27.683
RECORDS SPEC SUPERVISOR	P15	28.889	30.333	31.850	33.442	35.114	36.178	36.902	37.640	38.581
SENIOR POLICE SECRETARY	P22A	26.021	27.322	28.688	30.122	31.628	32.587	33.238	33.903	34.751
SR ANIMAL CONTROL OFFICER	P30	28.950	30.398	31.917	33.513	35.189	36.255	36.980	37.720	38.663
SR PROPERTY EVIDENCE TECH	P30B	27.157	28.515	29.941	31.438	33.010	34.010	34.690	35.384	36.269
YOUTH SERVICE OFFICER	P31	25.036	26.287	27.602	28.982	30.431	31.353	31.980	32.620	33.435

EXHIBIT "A" CONTINUED  
HOURLY BASE RATE

EFFECTIVE December 31, 2022		START	AFTER	MERIT + ONE YEAR							
POLICE - CIVILIAN		RATE	6 MOS	—IN PRIOR STEP—				-----	-----	-----	-----
	RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	
ANIMAL CONTROL OFFICER	P23A	26.125	27.431	28.803	30.243	31.755	32.717	33.372	34.039	34.890	
BUREAU MANAGER	P37	36.553	38.381	40.300	42.315	44.430	45.777	46.692	47.626	48.817	
COMM SERVICE OFFICER II	P30A	27.157	28.515	29.941	31.438	33.010	34.010	34.690	35.384	36.268	
COMMUN OPER SUPERVISOR	P32	33.781	35.470	37.243	39.106	41.061	42.305	43.151	44.014	45.115	
COMMUNICATIONS OPERATOR	P25	28.257	29.670	31.154	32.711	34.347	35.388	36.095	36.817	37.738	
COMMUNITY SERVICE OFFICER	P19	23.402	24.572	25.801	27.091	28.445	29.307	29.893	30.491	31.253	
CRIME ANALYST/INF SPEC	P35	32.636	34.268	35.981	37.780	39.669	40.871	41.689	42.522	43.585	
CRIME PREV SPECIALIST	P23B	26.125	27.431	28.803	30.243	31.755	32.717	33.372	34.039	34.890	
COURT LIAISON	P19A	23.402	24.572	25.801	27.091	28.445	29.307	29.893	30.491	31.253	
POLICE ADMIN SPECIALIST	P22A	26.021	27.322	28.688	30.123	31.629	32.587	33.239	33.904	34.751	
POLICE OFFICER TRAINEE	P21	25.629	- SIX MONTH POSITION -								
POLICE RECORDS SPECIALIST	P09B	21.131	22.188	23.297	24.462	25.685	26.463	26.992	27.532	28.221	
POLICE SECRETARY	P20	23.654	24.837	26.079	27.382	28.752	29.623	30.215	30.820	31.590	
PROPERTY/EVIDENCE TECH	P09A	20.729	21.765	22.854	23.996	25.196	25.960	26.479	27.008	27.684	
RECORDS SPEC SUPERVISOR	P15	28.889	30.333	31.850	33.443	35.115	36.179	36.902	37.640	38.581	
SENIOR POLICE SECRETARY	P22A	26.021	27.322	28.688	30.123	31.629	32.587	33.239	33.904	34.751	
SR ANIMAL CONTROL OFFICER	P30	28.950	30.398	31.917	33.513	35.189	36.255	36.980	37.720	38.663	
SR PROPERTY EVIDENCE TECH	P30B	27.157	28.515	29.941	31.438	33.010	34.010	34.690	35.384	36.268	
YOUTH SERVICE OFFICER	P31	25.036	26.288	27.602	28.982	30.431	31.353	31.981	32.620	33.436	