

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA HABRA AMENDING
RESOLUTION NO. 6113 AND CC 2025-24 PERTAINING TO A COMPENSATION
PLAN FOR GENERAL SERVICES EMPLOYEES' GROUP

WHEREAS, The City of La Habra, hereinafter referred to as the City, and the La Habra General Services Employees' Group have met and conferred in accordance with the Meyers Milias Brown Act and Government Code section 3500; and

WHEREAS, the parties met and conferred over a successor contract agreement and the parties reached Agreement for a two (2) year labor contract for the General Services Employees' Group for the period July 1, 2026 through June 30, 2028; and

WHEREAS, the City Council approved a Memorandum of Understanding (MOU) between the City and the General Services Employees' Group for contract a term of two (2) years from July 1, 2026 through June 30, 2028; and

WHEREAS, the City and the Association have memorialized the agreements into written Memorandum of Understanding.

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

SECTION 1. MEMORANDUM OF UNDERSTANDING. The Memorandums of Understanding (MOU) between the City of La Habra and the General Services Employees' Group is attached hereto as attachment A and by reference made a part hereof.

SECTION 2. ALL RESOLUTIONS IN CONFLICT, ETC. All Resolutions of the City of La Habra in conflict herewith are hereby repealed.

SECTION 3. EFFECTIVE DATE. This Resolution shall become effective July 1, 2026.

SECTION 4. The City Council authorizes the City Manager or designee to approve the Memorandum of Understanding (MOU) between both groups setting forth the hours, wages, and working conditions for the period starting July 1, 2026 through June 30, 2028.

PASSED, APPROVED AND ADOPTED this 15th day of June, 2026.

Jose Medrano, Mayor

ATTEST:

Rhonda Barone, CMC, City Clerk

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

I, Rhonda Barone, 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 15th day of June, 2026, 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 _____
day of _____, 2026.

Rhonda Barone, CMC, City Clerk

Exhibit

A

MEMORANDUM OF UNDERSTANDING BETWEEN
THE CITY OF LA HABRA AND THE LA HABRA
GENERAL SERVICES EMPLOYEES' GROUP
FOR THE PERIOD OF JULY 1, 2026 THROUGH JUNE 30, 2028



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MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF
LA HABRA AND THE LA HABRA GENERAL SERVICES EMPLOYEES' GROUP FOR THE
PERIOD OF JULY 1, 2026 THROUGH JUNE 30, 2028

Pursuant to Resolution No. 1759 of the City of La Habra (hereinafter referred to as "City") and the Meyers-Milias-Brown Act, the duly authorized representatives of La Habra General Services Employees' Group (hereinafter referred to as "Employees' Group") have met and conferred in good faith with the authorized management representatives of City; and the two groups have mutually agreed to submit and recommend to the City Council of City this "Memorandum of Understanding" (hereinafter referred to as "MOU") affecting salaries and fringe benefits as set forth herein:

SECTION I. Employees Rights:

- A. Employees of this unit shall have the right to form, join and participate in the activities of an employee organization of their own choosing for the purpose of representation on all matters of employer/employee relations including, but not limited to, wages, hours and other terms and conditions of employment. Employees of City also shall have the right to refuse to join or participate in the activities of an employees' organization and shall have the right to represent themselves individually in their employment relations with City. No employee shall be interfered with, intimidated, restrained, coerced or discriminated against by City or by any employee organization because of the exercise of these rights.
- B. City agrees to withhold Employee Group dues on a biweekly basis for all those employees who have signed the appropriate payroll deduction card and submit these dues to the treasurer on a monthly basis. The City shall deduct dues for any employee in this unit who has authorized Union dues deductions and shall remit those deductions to the Association unless prohibited from doing so by operation of law; provided that any employee in the unit may terminate such Union dues deductions by notifying the Union in accordance with procedures specified in the Union's bylaws. In case of such notification, the Union shall provide the City's Human Resources Department with the appropriate documentation to process these dues cancellations within ten (10) business days after receipt of such notification.
- C. General Services Employees agree to negotiate as one unit.
- D. The City and Employees' Group have both signed off on a separate side letter agreement dealing with agency shop. The side letter agreement will be incorporated into the Memorandum of Understanding. (Attachment A)

SECTION II. Management Rights:

All rights of employer not specifically limited by the terms of this MOU are hereby reserved to City. The exclusive management rights of City, through due process, include but are not limited to the right to:

- A. The City shall retain, whether exercised or not, solely and exclusively, all express and inherent rights and authority pursuant to law with respect to determining the level of, and the manner in which, the City's activities are conducted, managed, and administered, and it is the exclusive right of the City to establish and maintain departmental rules and procedures for the administration of its departments. The City shall comply with the meet and confer requirements of the Meyers-Milius-Brown Act.
- B. The City has the exclusive right and authority to establish a workweek and to schedule work and/or overtime work as required by the City.
- C. Every incidental duty connected with operations enumerated in job descriptions is not always specifically described; nevertheless, it is intended that all such duties shall be performed by the employee.
- D. The appointing authority reserves the right to direct employees, including the right to hire, promote, discipline or discharge employees as set forth in the Personnel Rules. The City reserves the right to lay off personnel of the City at any time.
- E. The City shall determine assignments, and establish methods and processes by which assignments are performed.
- F. The City shall have the exclusive right to transfer employees within departments and to positions outside a department in a manner, which best meets the needs of the City in accordance with all otherwise applicable rules, such as the Personnel Rules.
- G. The City shall determine policy affecting the selection or training of new employees. The City shall determine policy affecting the on-going training and certification of employees, as applicable.
- H. The City shall have the right to establish and enforce employee performance standards.
- I. The City shall determine the safety, health, and property protection measures for the City.
- J. The City shall have the right to introduce new, improved or different methods and techniques of operation or a change in existing methods and techniques.
- K. The City shall determine the amount of supervision necessary.

- L. The City shall have the authority to effect reorganizations and reallocation of work of the City, including the determination of the size and organizational structure of departments and the determination of the job classification and ranks based upon assigned duties.
- M. The City has the right to contract for matters relating to municipal operations in accordance with government Code Sections 53060 and 3500-3510. The right of contracting or subcontracting is vested exclusively in the City. The City agrees to meet and confer with the Association pursuant to the requirements of the MMBA.

SECTION III. Salary/Bilingual Pay: Salary Schedule: see attached "Exhibit A"

The City agrees to merit based step increases for eligible staff who receive an overall performance evaluation rating of "Competent" or better.

A. Salary

The following salary increases shall be in effect on the dates indicated:

3% COLA adjustment added to salary schedule, effective the first full pay period in July 2026, to all unit employees, with the exception of Case Managers.

2% COLA adjustment added to salary schedule, effective the first full pay period in July 2027, AND 2% COLA adjustment added to salary schedule, effective the first full pay period in January 2028, to all unit employees with the exception of Case Managers.

Case Managers:

3% COLA adjustment added to salary schedule, effective the first full pay period in July 2026, to Case Managers.

2% COLA adjustment added to salary schedule, effective the first full pay period in July 2027, AND 2% COLA adjustment added to salary schedule, effective the first full pay period in January 2028, to Case Managers provided grant funding remains at the same level as, or higher than, fiscal year 26-27 levels.

B. One-time Lump Sum Payment

Effective upon City Council approval and by June 30, 2026, the City will provide a one-time lump sum pay adjustment of \$2,000 to all full-time employees, as of May 31, 2026. Employees must still be employed as of June 30, 2026, to be eligible for the lump sum payment.

On or before June 30, 2027, the City will provide a one-time lump sum pay adjustment of \$1,500 to all full-time employees, including Case Managers only if grant funding is sufficient. Employees must be employed as of May 31, 2027, and still be employed as of June 30, 2027, to be eligible for the lump sum payment.

C. Bilingual Pay

Employees may be eligible to receive bilingual pay of \$100 per month for bilingual proficiency in Spanish or any other language approved by the Department Director and Director of Human Resources. Effective July 1, 2023, bilingual pay will increase to \$150 per month. Effective July 13, 2024, bilingual pay will increase to \$175 per month.

D. Direct Deposit

All employees are required to utilize direct deposit of payroll checks.

SECTION IV. Health, Dental, Vision, and Life Insurance:

- A. City Insurance Contribution: The following monthly cafeteria contributions will be made on behalf of each member for the purchase of cafeteria benefits (on a use or lose basis):

Year	Single	Two-party	Family
Dec. 1, 2026	\$1450	\$1,900	\$2,100
Dec. 1, 2027	\$1450	\$1,950	\$2,150

B. Dental Insurance

The City will provide members access to a dental insurance plan. Employees and their qualified family members may enroll in a City sponsored dental insurance plan.

Any required premiums for dental insurance plan must be deducted from the monthly medical insurance contribution. The employee will pay premium costs in excess of the City's insurance contribution.

C. Vision Insurance

The City will provide vision insurance plan. Employees and their qualified family members may enroll in a City sponsored vision plan.

Any required premiums for vision insurance must be deducted from the monthly medical insurance contribution. The employee will pay premium costs in excess of the City's insurance contribution.

D. Life Insurance

The City requires all members to carry a minimum of \$2,000 life insurance. Any required premiums for life insurance must be deducted from the monthly medical insurance contribution. The employee will pay premium costs in excess of the City's insurance contribution.

E. Opt-Out Provision

Employees who provide the City with satisfactory proof of alternate group health coverage comparable to the City's offered health insurance plans can decline, in writing each open enrollment period, coverage on the City's medical insurance plans. The alternative health coverage must meet all requirements of the Affordable Care Act (ACA) and related regulations for an eligible Opt-Out Arrangement.

Effective December 1, 2026, the City will increase the opt-out contribution by \$15 for a maximum opt-out contribution of the medical plan will be \$325 per month which shall constitute the maximum monthly City contribution to that employee for the opt-out bonus and all other benefits required and/or those that are optional.

F. State Disability Insurance (SDI)

All unit employees must participate in the State Disability Insurance (SDI) and State Family Leave (PFL) programs. The employee shall pay all costs associated with these programs.

SECTION V. Vacation:

A. Vacation Bi-weekly accruals

Years of Continuous Service	Hours of Vacation Accrued (bi-weekly)	Annual Accrual	Maximum Accrual
1 through 4 years	3.08	80 hours	160 hours
5 through 10 years	4.62	120 hours	240 hours
11 through 15 years	5.24	136 hours	272 hours
16 through 20 years	6.15	160 hours	320 hours
21 years and above	6.77	176 hours	352 hours

B. Vacation Hours

Pursuant to Personnel Rules and Regulations, Section 502.2 (12), the maximum allowable accumulation of vacation leave shall be two (2) years of annual accrual. Employees will not accrue vacation hours in excess of this amount.

C. Vacation Buy-Back

Employees may buy back up to a maximum of eighty (80) hours of accrued vacation per fiscal year. Employees must use at least fifty percent (50%) of the number of vacation hours requested for buy-back as time off during the same fiscal year. For example, an employee requesting to buy back forty (40) hours must use at least twenty (20) hours of vacation as time off during that fiscal year. In all cases, employees must maintain a

minimum accrued vacation balance of forty (40) hours after the buy-back is processed. Employees who do not meet the required usage of vacation time during the fiscal year will not be eligible to buy back additional vacation hours until the usage requirement has been satisfied.

D. Compensatory Time

The maximum compensatory time accrual cap is 120 hours.

E. Absent Without Pay

Employees requesting time off will not be permitted to be Absent Without Pay (AWOP) if they have eligible vacation and/or compensatory leave available, unless there are extenuating circumstances which are presented in writing and approved, in advance, by the Department Director.

SECTION VI. Sick Leave/Family Illness:

- A. General Services Employees will accrue ten (10) days per year for sick leave at a rate of 3.07 per pay period upon hire and during probation. After successful completion of probation, the employee will receive credit for 3.70 hours of sick leave per pay period thereafter. The maximum accumulation of sick leave is one hundred (100) days or 800 hours. This paragraph will not reduce employees now accruing sick leave at twelve (12) days per year nor the maximum of one hundred sixty (160) days or 1280 hours by previous agreement.

Employees in the General Services Group may accrue sick hours above the established sick leave caps for the purpose of converting unused sick leave to additional service credit at the time of retirement (PERS section 20965-Credit for Unused Sick). Sick leave payoffs remain unchanged.

B. Sick Leave Use:

Employees may use their accrued sick leave if they are a victim of domestic violence, sexual assault, or stalking to obtain any relief or services related to being such a victim, including but not limited to:

- A temporary restraining order or restraining order.
- Other injunctive relief to help ensure the health, safety or welfare of themselves or their children.
- To seek medical attention for injuries caused by domestic violence, sexual assault, or stalking.

- To obtain services from a domestic violence shelter, program, or rape crisis center as a result of domestic violence, sexual assault, or stalking.
- To obtain psychological counseling related to an experience of domestic violence, sexual assault, or stalking.
- To participate in safety planning and take other actions to increase safety from future domestic violence, sexual assault, or stalking, including temporary or permanent relocation.

C. Family Attendance

Employees may use up to one-half (1/2) of their accrued sick leave (48 hours) per year for care of an immediate family member. Family sick leave will include the following family members:

- A child who, for the purposes of this policy, includes a biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis. This definition of a child is applicable regardless of age or dependency status.
- A biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child.
- A spouse.
- A registered domestic partner.
- A grandparent.
- A grandchild.
- A sibling.
- A "designated person" (an employee may designate one person per 12-month period at the time the employee requests sick leave).

All other provisions regarding the accrual and use of family sick leave remain unchanged.

D. Bereavement Leave

Each member of the General Services Employees Group is entitled to not more than three (3) calendar days off with pay per fiscal year per family member by reason of death or an imminent death in the immediate family. For the purpose of Bereavement Leave, the following shall be included: father, mother, brother, sister, spouse, domestic partner, child, father-in-law, mother-in-law, brother-in-law, sister-in-law, daughter-in-law, son-in-law, grandparents and grandchildren, stepparents and stepchildren.

Employees are entitled to up to a total of five (5) days off for bereavement leave; the City will pay for three (3) days and the employee may use existing accruals or take unpaid time off

for the remaining two (2) days. Bereavement leave shall be completed within three (3) months of the death of the family member.

SECTION VII. Extra Work Compensation:

A. Out of Class Compensation

City agrees to pay individuals who work in a higher classification an additional five percent (5%) added to their regular salary, provided they work in the higher classification a minimum of ten (10) days. When an employee has worked the minimum of ten consecutive days in a higher classification, the employee will be paid for all time worked including the ten days minimum period.

Should an employee work as described above for more than six (6) months, consideration will be given to reclassifying the individual to work in a position justifying extra pay differential of five percent (5%) in excess of six (6) months; however, when necessary to do so, the employee will be informed at the beginning of the job assignment.

B. Assignment to City Council, Commissions or Committees

Those employees specifically assigned to City Council, Commissions or Committees shall receive one and one-half (1½) times hourly rate per hour, with a two-hour minimum, for hours worked outside regular work schedule. This shall be in lieu of compensatory time off.

C. Information Technology Call Out

Information Technology employees who are called out after work hours will receive a minimum of two hours of pay at straight time (base pay) or at the applicable overtime rate (straight time up to 40 hours in a work week).

D. Community Services Program Coordinator After Hours

The Community Services Program Coordinator will receive ½-hour minimum of base pay for after hour calls that require resolutions to program and/or facility usage issues. This compensation is at straight time hourly rate or at the applicable overtime rate.

SECTION VIII. Holiday Schedule:

A. Holiday Schedule

The following is the holiday schedule for General Services Employees:

1. New Year's Day (January 1).
2. Martin Luther King Jr. Day (Third Monday in January).
3. Washington's Birthday (Third Monday in February).
4. Memorial Day (Fourth Monday in May).
5. Independence Day (July 4).
6. Labor Day (First Monday in September).
7. Veterans' Day (November 11).
8. Thanksgiving Day (As proclaimed by the State or Governor).
9. The day following Thanksgiving Day.

10. Christmas Day.

11. Floating Holiday either first working day before Christmas or first working day before New Year's Day).

B. Holiday Compensation

Holidays will be compensated at the same number of hours an employee works in a workday.

C. July 4th Holiday

Effective July 1, 2015, all General Services employees who are required to work the July 4th holiday will be compensated at time and one-half overtime, or be allowed to take their holiday on another day.

D. Personal Days

City and Employees Group has agreed to grant all members of Employees' Group thirty (30) hours of paid time off for personal business. These days are to be at the option of the employee, with the approval of employee's department head. This approval will not unreasonably be withheld by the department head. Personal days may be taken in 1-hour increments.

New hires will not be permitted to use personal days until satisfactory completion of their probation.

SECTION IX. Clothing:

A. City agrees to reimburse employees for torn or damaged clothing for employees, who through their job duties, expose their clothing to abnormal hazards. Such reimbursement shall be determined by the employee's department head. It is intended that City replace only clothing that is normal to the position and will not be exposed to high-cost items that, in the opinion of the department head, would not normally be required of the affected position. In addition, it may be necessary to prorate the cost of clothing based on its normal wear expectancy. Said cost to be negotiated between employee and department head. Snags, runs, and other minor damage to clothing or wearing apparel are specifically excluded from this section. Further, if it is found that an employee has excessive use of this section, department heads shall report such facts to the Human Resources Director and an individual decision will be made regarding such over usage with employees' meet-and-confer team.

B. Engineering Personnel:

City will provide engineering personnel with suitable protective clothing and boots. Needed protective clothing will be determined by the City Engineer.

C. Clothing/Uniforms:

City will provide Department-approved uniform shirts to all inspector classifications, which are to be worn only when working for the City. The Department Director may authorize the purchase of replacement shirts.

SECTION X. Mileage Reimbursement:

Employees required to use their own cars in the performance of their jobs will be reimbursed at the rate of specified in salary resolution for actual miles driven.

SECTION XI. Special Programs:

It is understood that City is involved in special grant programs and that the employees involved in such programs may be represented by Employee Group. Should a full-time, regular, permanent employee be transferred to a grant program, the employee shall retain all rights and privileges provided by the personnel manual in effect.

New grant-funded employees hired on or after July 1, 2018, are not subject to Personnel Rule 307.1 Layoff and Recall; and shall not have the right to displace (bump) other non-grant funded positions in the unit. The term of the grant-funded position is linked with the term of the program.

However, should an employee voluntarily transfer to a grant program and, therefore, change his/her/their status to that of a grant temporary employee, he/she/they then shall have the rights of a grant temporary employee as defined in the personnel manual and/or grant.

SECTION XII. Employee Reduction:

By this section, City in no way gives up its management right to reduce employees or to determine the necessity of a service. However, should it become necessary for City to decrease personnel and/or costs through layoffs, or other appropriate methods, City agrees to provide General Services Group an option of a reduction in salary versus a reduction in personnel, if such an option is appropriate. Should specific grant funds or programs be discontinued or reduced, it is not intended that the above option is appropriate.

SECTION XIII. Grievance and Seniority Policies:

The Grievance Procedure and Seniority Policies are as defined in the Personnel Manual and the attached procedures ("Exhibit B" and "Exhibit C").

SECTION XIV. Public Employees' Retirement System:

The City contracts with the Public Employees' Retirement System for administration of the retirement program.

A. Retirement Formula for Miscellaneous Employees

Tier 1 – (Classic) Employees hired on or before January 13, 2012 Unit members (and not "new members as defined by the Public Employees' Pension Reform Act of 2013 - PEPRA):

- 2% @ 55 formula

- Calculations based upon single highest year.

Tier 2 – “Classic” Employees hired on or after January 14, 2012 Unit members (and not "new members as defined by the Public Employees' Pension Reform Act of 2013 - PEPRA)

- 2% @ 60 formula
- Calculations based on highest three continuous years average

Tier 3 – (PEPRA) Employees hired on or after January 1, 2013 who are defined as "new members" under the PEPRA at Government Code section 7522.20(a).

- 2% @ 62 formula
- Calculations based on highest three continuous years average

B. Contributions

- 1) “Classic” PERS membership employees subject to the 2% @ 55 and 2% @ 60 formulas pay the seven percent (7%) member contribution.
- 2) PEPRA membership employees subject to the 2% @ 62 formula pay the statutorily mandated employee contribution rate of one half of the total normal cost.
- 3) Effective July 7, 2018, all Tier 1, Tier 2 and Tier 3 employees shall pay an additional one percent (1%) of compensation earnable of the required employer contribution as cost sharing in accordance with Government Code Section 20516(f) for a total of eight percent (8%) for “Classic” Tier 1 and Tier 2 members and the statutorily mandated 50% of the normal cost plus an additional one percent (1%) for Tier 3 PEPRA members.

SECTION XV. Retirement Health Savings Plan:

The City will work with the group to establish Retiree Health Savings accounts for group employees based on plan parameters as determined by the employees and approved by the City and its plan provider to be funded by employee contributions. The authorized representatives of the General Services Employees’ Group shall provide the City with the level and type of contribution for each employee classification prior to establishment of such a plan.

SECTION XVI. Education Incentive:

Employees may request, and their department may grant, release time for the purposes of additional training and/or education in job-related areas.

SECTION XVII. Optional Work Hours:

It is agreed that individual employees in Employees' Group have the ability to alter their normal hours of work. The department head shall be the final authority in determining hours of work. No department head shall indiscriminately reject an employee's request for such optional work hours. All employees making such request

should understand and give prime consideration to the department's work schedule and the department head's decision in terms of compatibility within the department.

SECTION XVIII. Work Week:

The normal workweek for employees of this group shall be from 8:00 a.m. to 5:00 p.m., with one unpaid hour for lunch or a 9/80 work schedule. Scheduled work will be Monday through Friday. These hours may be modified to meet the specific needs of individuals and/or departments. The needs of the employer shall prevail.

SECTION XIX. Work Period:

FLSA requires the employer to establish a regular work period for each employee, in the case of these employees; it shall be seven (7) consecutive days. This is currently set on an individual basis. This can be changed by the employer.

SECTION XX. Overtime:

The City follows FLSA requirements in paying overtime. Hours exceeding 40 in a work period, provided all hours are work hours, will be compensated at time and one-half for employees who are not exempt from the overtime provision. Exempt employees are not compensated for overtime. For the purposes of calculating the hours worked in a given work week, holidays shall be considered as time worked in calculating the employee's work week. Except for holidays, paid leave, or any other non-work hours do not count in arriving at hours worked. Management has the option of allowing compensatory time off (at 1.5 hours per worked hour if the premiums appropriate) or pay at the appropriate rate. If a section of the MOU is in conflict with the FLSA rules, then the MOU will prevail if it is more liberal than the FLSA rules.

SECTION XXI. Workers' Compensation (Section 414, Resolution 1542):

Miscellaneous employees, while absent from work as a result on-the-job injury, shall be paid for the first three days (waiting period) by City from their accumulated sick leave to fit Labor Code, Section 4650, compensation payments to begin the fourth day of liability.

SECTION XXII. Nondiscrimination Clause:

City and Employees' group agree they shall not discriminate against any employee because of race, color, sex, age, national origin, disability, religion, political opinions or affiliations.

SECTION XXIII. Safety Clause:

City and Employees' Group agree to comply with all federal, state and local laws of the City of La Habra and regulations which relate to occupational health and safety.

SECTION XXIV. Scope of Memorandum of Understanding:

- A. It is understood and agreed that this "Memorandum of Understanding" affects and applies only to the General Services Group and employees within the scope of its representation and City of La Habra.
- B. Separability:
In the event that any provision of this Memorandum of Understanding shall at any time be declared invalid by the legislature or any court of competent jurisdiction, such decision shall not invalidate the entire Memorandum of Understanding, it being the express understanding of the parties hereto that all provisions not declared shall remain in effect.
- C. Confidential Employees:
The City and General Employees Group agree that the following positions shall be designated "confidential" and shall be restricted from representing the Association on matters within the scope of representation pursuant to Government Code Section 3507.5.
- Human Resources Assistant
 - Human Resources Technician
 - Payroll Technician
 - Payroll Coordinator
- D. The City and Employees Group agree to the following:
Remove Sections 301.2(9) and 303.2 (16), from the Personnel Rules and Regulations, which allow for a Skelly hearing for promotional probationary employees.
- E. City will meet and confer with the bargaining unit regarding the impacts associated with layoffs of employees in the bargaining unit. Layoff Procedures shall be according to the City's existing Personnel Rules.
- F. Association and City agree to continue coalition meet and confer to revise and clarify the City's Personnel Rules.

SECTION XXV. General Services Impasse Procedure:

In the event that the City and the General Services Unit are unable to arrive on a successor Memorandum of Understanding, the parties may agree that bargaining is at impasse. Impasse may be declared only by mutual agreement of the parties and may initiate the following procedure:

- A. Mediation by a mutually agreed upon third party. If no third party is agreeable, assistance with mediation may be sought by State of California Mediation and Conciliation service;
- B. Any suggestions of the mediator shall be advisory only and shall not be binding.
- C. The fee and expenses of the mediator, if any, shall be borne equally by the City and the General Services Unit. No other joint expenses shall be incurred except by mutual agreement of the parties.

EXECUTED this 10th day of June, 2026, in the City of La Habra, California.

CITY OF LA HABRA

By: [Signature]

By: _____

By: [Signature]

By: _____

LA HABRA GENERAL SERVICES EMPLOYEES' GROUP

By: [Signature]

By: [Signature]

By: [Signature]

By: _____

General Services Employees Group

HOURLY BASE RATE

EFFECTIVE JULY 11, 2026

Rev. 6-1-26

	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ACCOUNT CLERK I	C25	20.190	21.199	22.259	23.372	24.541	25.768	27.057	28.409
ACCOUNT CLERK II	C55	23.415	24.586	25.815	27.106	28.461	29.884	31.379	32.947
ACCOUNT CLERK III	C85	27.426	28.798	30.238	31.749	33.337	35.004	36.754	38.592
ACCOUNTING TECHNICIAN	C90B	28.378	29.797	31.287	32.851	34.494	36.218	38.029	39.931
ADMIN AIDE I	T10	21.369	22.437	23.559	24.737	25.974	27.272	28.636	30.068
ADMIN AIDE II	T20	22.373	23.492	24.667	25.900	27.195	28.555	29.982	31.482
ADMIN AIDE III	T50E	27.245	28.607	30.038	31.539	33.116	34.772	36.511	38.336
ADMIN ANALYST I	T67	31.643	33.226	34.887	36.631	38.463	40.386	42.405	44.526
ADMIN ANALYST II	T68	33.242	34.904	36.650	38.482	40.406	42.426	44.548	46.775
ADMINISTRATIVE ASSISTANT	C90	28.378	29.797	31.287	32.851	34.494	36.218	38.029	39.931
ADMINISTRATIVE CLERK	C10	21.352	22.419	23.540	24.717	25.953	27.251	28.613	30.044
ASSISTANT PLANNER	A50	32.714	34.350	36.067	37.870	39.764	41.752	43.840	46.032
ASSOCIATE PLANNER	A60	36.762	38.600	40.530	42.557	44.685	46.919	49.265	51.728
BUILDING INSPECTOR	T70	34.116	35.822	37.613	39.494	41.469	43.542	45.719	48.005
CASE MANAGER	T45	24.265	25.478	26.752	28.089	29.494	30.969	32.517	34.143
CODE ENFORCEMENT INSPECTOR	T65	31.660	33.243	34.906	36.651	38.483	40.408	42.428	44.549
EDUCATION OUTREACH COORD	T20E	22.373	23.492	24.667	25.900	27.195	28.555	29.982	31.482
ENGINEERING AIDE	T50	27.245	28.607	30.038	31.539	33.116	34.772	36.511	38.336
HOUSING SPECIALIST	A60A	36.762	38.600	40.530	42.557	44.685	46.919	49.265	51.728
HUMAN RESOURCES ASSISTANT	T20C	22.373	23.492	24.667	25.900	27.195	28.555	29.982	31.482
HUMAN RESOURCES TECHNICIAN	T60	30.131	31.637	33.219	34.880	36.624	38.455	40.378	42.397
INFORMATION TECH SPECIALIST	T50	27.245	28.607	30.038	31.539	33.116	34.772	36.511	38.336
OFFICE SPECIALIST	C71C	23.742	24.929	26.175	27.484	28.858	30.301	31.816	33.407
PAYROLL TECHNICIAN	C95	28.241	29.653	31.136	32.693	34.327	36.044	37.846	39.738
PAYROLL COORDINATOR	T60B	30.131	31.637	33.219	34.88	36.624	38.455	40.378	42.397
PERMIT TECHNICIAN I	T50A	27.245	28.607	30.038	31.539	33.116	34.772	36.511	38.336
PERMIT TECHNICIAN II	T60C	30.131	31.637	33.219	34.88	36.624	38.455	40.378	42.397
PLANNING AIDE	T50	27.245	28.607	30.038	31.539	33.116	34.772	36.511	38.336
PUBLIC INFORMATION OFFICER	A20	23.656	24.839	26.081	27.385	28.754	30.192	31.701	33.286
PUBLIC WORKS INSPECTOR	T75	34.782	36.521	38.347	40.264	42.277	44.391	46.611	48.941
RECREATION SPECIALIST	T05C	19.779	20.768	21.807	22.897	24.042	25.244	26.506	27.832
RECREATION AND COMMUNITY SVS COORDINATOR	T50B	27.245	28.607	30.038	31.539	33.116	34.772	36.511	38.336
SENIOR BUILDING INSPECTOR	A70C	40.732	42.769	44.907	47.153	49.510	51.986	54.585	57.315
SENIOR CODE ENFORCEMENT INSP	T75	34.782	36.521	38.347	40.264	42.277	44.391	46.611	48.941
SENIOR ENGINEERING AIDE	T80	33.906	35.602	37.382	39.251	41.213	43.274	45.438	47.71
SENIOR PUBLIC WORKS SECRETARY	T65	31.660	33.243	34.906	36.651	38.483	40.408	42.428	44.549
SENIOR UTILITY CLERK	T65	31.660	33.243	34.906	36.651	38.483	40.408	42.428	44.549
SOCIAL SERVICES PROGRAM COORD	T10	21.369	22.437	23.559	24.737	25.974	27.272	28.636	30.068
VISITOR EXPERIENCE COORDINATOR	T20D	22.373	23.492	24.667	25.9	27.195	28.555	29.982	31.482

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General Services Employees Group

HOURLY BASE RATE

EFFECTIVE JANUARY 9, 2027

Rev. 6-1-26

	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ACCOUNT CLERK I	C25	20.594	21.623	22.705	23.840	25.032	26.283	27.598	28.978
ACCOUNT CLERK II	C55	23.883	25.078	26.331	27.648	29.030	30.482	32.006	33.606
ACCOUNT CLERK III	C85	27.975	29.374	30.842	32.384	34.004	35.704	37.489	39.364
ACCOUNTING TECHNICIAN	C90B	28.946	30.393	31.912	33.508	35.184	36.943	38.790	40.729
ADMIN AIDE I	T10	21.796	22.886	24.030	25.232	26.493	27.818	29.209	30.669
ADMIN AIDE II	T20	22.821	23.962	25.160	26.418	27.739	29.126	30.582	32.111
ADMIN AIDE III	T50E	27.790	29.179	30.638	32.170	33.779	35.468	37.241	39.103
ADMIN ANALYST I	T67	32.276	33.890	35.585	37.364	39.232	41.194	43.253	45.416
ADMIN ANALYST II	T68	33.907	35.602	37.383	39.252	41.214	43.275	45.439	47.711
ADMINISTRATIVE ASSISTANT	C90	28.946	30.393	31.912	33.508	35.184	36.943	38.790	40.729
ADMINISTRATIVE CLERK	C10	21.779	22.868	24.011	25.212	26.472	27.796	29.186	30.645
ASSISTANT PLANNER	A50	33.368	35.037	36.788	38.628	40.559	42.587	44.717	46.952
ASSOCIATE PLANNER	A60	37.498	39.372	41.341	43.408	45.579	47.857	50.250	52.763
BUILDING INSPECTOR	T70	34.799	36.539	38.366	40.284	42.298	44.413	46.634	48.965
CASE MANAGER	T45	24.750	25.988	27.287	28.652	30.084	31.588	33.168	34.826
CODE ENFORCEMENT INSPECTOR	T65	32.294	33.908	35.604	37.384	39.253	41.216	43.277	45.440
EDUCATION OUTREACH COORD	T20E	22.821	23.962	25.160	26.418	27.739	29.126	30.582	32.111
ENGINEERING AIDE	T50	27.790	29.179	30.638	32.170	33.779	35.468	37.241	39.103
HOUSING SPECIALIST	A60A	37.498	39.372	41.341	43.408	45.579	47.857	50.250	52.763
HUMAN RESOURCES ASSISTANT	T20C	22.821	23.962	25.160	26.418	27.739	29.126	30.582	32.111
HUMAN RESOURCES TECHNICIAN	T60	30.733	32.270	33.883	35.578	37.356	39.224	41.185	43.245
INFORMATION TECH SPECIALIST	T50	27.790	29.179	30.638	32.170	33.779	35.468	37.241	39.103
OFFICE SPECIALIST	C71C	24.217	25.428	26.699	28.034	29.436	30.907	32.453	34.075
PAYROLL TECHNICIAN	C95	28.806	30.246	31.759	33.347	35.014	36.765	38.603	40.533
PAYROLL COORDINATOR	T60B	30.733	32.270	33.883	35.578	37.356	39.224	41.185	43.245
PERMIT TECHNICIAN I	T50A	27.790	29.179	30.638	32.170	33.779	35.468	37.241	39.103
PERMIT TECHNICIAN II	T60C	30.733	32.270	33.883	35.578	37.356	39.224	41.185	43.245
PLANNING AIDE	T50	27.790	29.179	30.638	32.170	33.779	35.468	37.241	39.103
PUBLIC INFORMATION OFFICER	A20	24.129	25.336	26.602	27.932	29.329	30.795	32.335	33.952
PUBLIC WORKS INSPECTOR	T75	35.477	37.251	39.114	41.069	43.123	45.279	47.543	49.920
RECREATION SPECIALIST	T05C	20.175	21.184	22.243	23.355	24.523	25.749	27.036	28.388
RECREATION AND COMMUNITY SVS COORDINATOR	T50B	27.790	29.179	30.638	32.170	33.779	35.468	37.241	39.103
SENIOR BUILDING INSPECTOR	A70C	41.547	43.624	45.805	48.095	50.500	53.025	55.676	58.460
SENIOR CODE ENFORCEMENT INSP	T75	35.477	37.251	39.114	41.069	43.123	45.279	47.543	49.920
SENIOR ENGINEERING AIDE	T80	34.584	36.314	38.129	40.036	42.038	44.140	46.347	48.664
SENIOR PUBLIC WORKS SECRETARY	T65	32.294	33.908	35.604	37.384	39.253	41.216	43.277	45.440
SENIOR UTILITY CLERK	T65	32.294	33.908	35.604	37.384	39.253	41.216	43.277	45.440
SOCIAL SERVICES PROGRAM COORD	T10	21.796	22.886	24.030	25.232	26.493	27.818	29.209	30.669
VISITOR EXPERIENCE COORDINATOR	T20D	22.821	23.962	25.160	26.418	27.739	29.126	30.582	32.111

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HOURLY BASE RATE

EFFECTIVE JULY 10, 2027

Rev. 6/1/2026

	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ACCOUNT CLERK I	C25	21.006	22.056	23.159	24.317	25.533	26.809	28.150	29.557
ACCOUNT CLERK II	C55	24.361	25.579	26.858	28.201	29.611	31.092	32.646	34.279
ACCOUNT CLERK III	C85	28.534	29.961	31.459	33.032	34.684	36.418	38.239	40.151
ACCOUNTING TECHNICIAN	C90B	29.524	31.001	32.551	34.178	35.887	37.682	39.566	41.544
ADMIN AIDE I	T10	22.232	23.344	24.511	25.736	27.023	28.374	29.793	31.283
ADMIN AIDE II	T20	23.277	24.441	25.663	26.946	28.294	29.708	31.194	32.753
ADMIN AIDE III	T50E	28.346	29.763	31.251	32.814	34.454	36.177	37.986	39.885
ADMIN ANALYST I	T67	32.922	34.568	36.296	38.111	40.017	42.018	44.118	46.324
ADMIN ANALYST II	T68	34.585	36.314	38.130	40.037	42.039	44.140	46.348	48.665
ADMINISTRATIVE ASSISTANT	C90	29.524	31.001	32.551	34.178	35.887	37.682	39.566	41.544
ADMINISTRATIVE CLERK	C10	22.214	23.325	24.491	25.716	27.002	28.352	29.769	31.258
ASSISTANT PLANNER	A50	34.036	35.737	37.524	39.400	41.370	43.439	45.611	47.891
ASSOCIATE PLANNER	A60	38.248	40.160	42.168	44.276	46.490	48.815	51.255	53.818
BUILDING INSPECTOR	T70	35.495	37.269	39.133	41.090	43.144	45.301	47.566	49.945
CASE MANAGER	T45	25.245	26.507	27.833	29.224	30.685	32.220	33.831	35.522
CODE ENFORCEMENT INSPECTOR	T65	32.940	34.586	36.316	38.132	40.038	42.040	44.142	46.349
EDUCATION OUTREACH COORD	T20E	23.277	24.441	25.663	26.946	28.294	29.708	31.194	32.753
ENGINEERING AIDE	T50	28.346	29.763	31.251	32.814	34.454	36.177	37.986	39.885
HOUSING SPECIALIST	A60A	38.248	40.160	42.168	44.276	46.490	48.815	51.255	53.818
HUMAN RESOURCES ASSISTANT	T20C	23.277	24.441	25.663	26.946	28.294	29.708	31.194	32.753
HUMAN RESOURCES TECHNICIAN	T60	31.348	32.915	34.561	36.289	38.104	40.009	42.009	44.110
INFORMATION TECH SPECIALIST	T50	28.346	29.763	31.251	32.814	34.454	36.177	37.986	39.885
OFFICE SPECIALIST	C71C	24.701	25.936	27.233	28.595	30.024	31.525	33.102	34.757
PAYROLL TECHNICIAN	C95	29.382	30.851	32.394	34.013	35.714	37.500	39.375	41.344
PAYROLL COORDINATOR	T60B	31.348	32.915	34.561	36.289	38.104	40.009	42.009	44.110
PERMIT TECHNICIAN I	T50A	28.346	29.763	31.251	32.814	34.454	36.177	37.986	39.885
PERMIT TECHNICIAN II	T60C	31.348	32.915	34.561	36.289	38.104	40.009	42.009	44.110
PLANNING AIDE	T50	28.346	29.763	31.251	32.814	34.454	36.177	37.986	39.885
PUBLIC INFORMATION OFFICER	A20	24.612	25.842	27.134	28.491	29.916	31.411	32.982	34.631
PUBLIC WORKS INSPECTOR	T75	36.187	37.996	39.896	41.891	43.985	46.185	48.494	50.918
RECREATION SPECIALIST	T05C	20.579	21.607	22.688	23.822	25.013	26.264	27.577	28.956
RECREATION AND COMMUNITY SVS COORDINATOR	T50B	28.346	29.763	31.251	32.814	34.454	36.177	37.986	39.885
SENIOR BUILDING INSPECTOR	A70C	42.378	44.497	46.722	49.058	51.511	54.086	56.790	59.630
SENIOR CODE ENFORCEMENT INSP	T75	36.187	37.996	39.896	41.891	43.985	46.185	48.494	50.918
SENIOR ENGINEERING AIDE	T80	35.276	37.040	38.892	40.837	42.878	45.022	47.273	49.637
SENIOR PUBLIC WORKS SECRETARY	T65	32.940	34.586	36.316	38.132	40.038	42.040	44.142	46.349
SENIOR UTILITY CLERK	T65	32.940	34.586	36.316	38.132	40.038	42.040	44.142	46.349
SOCIAL SERVICES PROGRAM COORD	T10	22.232	23.344	24.511	25.736	27.023	28.374	29.793	31.283
VISITOR EXPERIENCE COORDINATOR	T20D	23.277	24.441	25.663	26.946	28.294	29.708	31.194	32.753

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