

RESOLUTION NO. OC SAN 25-10

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
ORANGE COUNTY SANITATION DISTRICT APPROVING
SALARY AND BENEFIT ADJUSTMENTS FOR
UNREPRESENTED EXEMPT CONFIDENTIAL GROUP
EMPLOYEES FOR FISCAL YEARS 2025/2026, 2026/2027 &
2027/2028

WHEREAS, there are twenty (20) employees in the confidential job classifications at the Orange County Sanitation District ("OC San") who, with authorized access, assist and act in a confidential capacity to and for persons who formulate, determine, and effectuate management policies with respect to labor relations; and

WHEREAS, there are sixteen (16) confidential employees holding exempt level classifications; and

WHEREAS, exempt level confidential employees are unrepresented and meet directly with the General Manager about terms and conditions of employment; and

WHEREAS, the General Manager recently entered into discussions with the exempt level confidential employees, which resulted in agreed upon proposed changes to wages and benefits that align with those agreed upon for represented employees.

NOW, THEREFORE, in consideration thereof, the Board of Directors of the Orange County Sanitation District DOES HEREBY RESOLVE, DETERMINE, AND ORDER:

1. That the Board of Directors hereby authorizes and approves the following changes to wages and benefits for exempt level confidential employees that align with similarly situated represented groups, which shall become effective as noted:

- Salary and Compensation
 - Year 1 – 4.5% Salary Increase and corresponding Salary Range Adjustment, retroactive to the first pay period of July 2025.
 - Year 2 – 4.5% Salary Increase and corresponding Salary Range Adjustment, effective the first pay period of July 2026.
 - Year 3 – 3.0% Salary Increase and corresponding Salary Range Adjustment, effective the first pay period of July 2027.
 - One-Time Lump Sum Payment – Employees hired or promoted into the Group as of the last day of the first full pay period in July 2025 will receive a \$1,000 one-time payment. The payment shall not apply to employees hired after the first full pay period in July 2025.

- Deferred Compensation
 - Effective the first full pay period in July 2025, employees covered by OCERS Plans B and U and who participate in the deferred compensation plan are eligible to receive up to a \$445 per month matching OC San contribution.
- Administrative Leave
 - Effective the first pay period in July, regular full-time employees shall be granted sixty (60) hours of Administrative Leave.
- Boot Allowance
 - Employees working in divisions designated in SOP-102 Personal Protective Equipment (PPE) are eligible to receive a safety boot allowance and/or upon supervisor request shall receive an annual or bi-annual voucher in the amount of \$250, as applicable.
- Vision Insurance
 - Increase frame allowance and contact lens allowance to \$195, respectively.

PASSED AND ADOPTED at a regular meeting of the Board of Directors held August 27, 2025.

Ryan P. Gallagher
Board Chairman

ATTEST:

Kelly A. Lore, MMC
Clerk of the Board

STATE OF CALIFORNIA)
) ss
COUNTY OF ORANGE)

I, Kelly A. Lore, Clerk of the Board of Directors of the Orange County Sanitation District, do hereby certify that the foregoing Resolution No. OC SAN 25-10 was passed and adopted at a regular meeting of said Board on the 27th of August 2025, by the following vote, to wit:

AYES:
NOES:
ABSTENTIONS:
ABSENT:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of Orange County Sanitation District this 27th of August 2025.

Kelly A. Lore
Clerk of the Board of Directors
Orange County Sanitation District

FY 2025/2026 (Year One)
PROPOSED Rates Effective July 11, 2025

CONFIDENTIAL GROUP

Classification	Pay Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Human Resources Supervisor	CON90	\$ 79.48	\$ 83.49	\$ 87.62	\$ 91.99	\$ 96.62
		\$ 165,318.40	\$ 173,659.20	\$ 182,249.60	\$ 191,339.20	\$ 200,969.60
Clerk of the Board	CON88	\$ 75.65	\$ 79.41	\$ 83.41	\$ 87.54	\$ 91.94
		\$ 157,352.00	\$ 165,172.80	\$ 173,492.80	\$ 182,083.20	\$ 191,235.20
Principal Human Resources Analyst	CON84	\$ 68.52	\$ 71.94	\$ 75.53	\$ 79.33	\$ 83.29
		\$ 142,521.60	\$ 149,635.20	\$ 157,102.40	\$ 165,006.40	\$ 173,243.20
Senior Human Resources Analyst	CON76	\$ 56.26	\$ 59.03	\$ 62.00	\$ 65.11	\$ 68.35
		\$ 117,020.80	\$ 122,782.40	\$ 128,960.00	\$ 135,428.80	\$ 142,168.00
Assistant Clerk of the Board	CON74	\$ 53.50	\$ 56.22	\$ 59.01	\$ 61.95	\$ 65.06
		\$ 111,280.00	\$ 116,937.60	\$ 122,740.80	\$ 128,856.00	\$ 135,324.80
Secretary to the General Manager	CON73	\$ 52.22	\$ 54.83	\$ 57.56	\$ 60.44	\$ 63.47
		\$ 108,617.60	\$ 114,046.40	\$ 119,724.80	\$ 125,715.20	\$ 132,017.60
Human Resources Analyst	CON70	\$ 48.50	\$ 50.93	\$ 53.49	\$ 56.17	\$ 58.98
		\$ 100,880.00	\$ 105,934.40	\$ 111,259.20	\$ 116,833.60	\$ 122,678.40
Human Resources Technician II	CON67	\$ 46.85	\$ 49.18	\$ 51.65	\$ 54.21	\$ 56.92
		\$ 97,448.00	\$ 102,294.40	\$ 107,432.00	\$ 112,756.80	\$ 118,393.60
Human Resources Technician I	CON62	\$ 41.42	\$ 43.51	\$ 45.67	\$ 47.96	\$ 50.34
		\$ 86,153.60	\$ 90,500.80	\$ 94,993.60	\$ 99,756.80	\$ 104,707.20

FY 2026/2027 (Year Two)
PROPOSED Rates Effective July 10, 2026

CONFIDENTIAL GROUP

Classification	Pay Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Human Resources Supervisor	CON90	\$ 83.06	\$ 87.25	\$ 91.56	\$ 96.13	\$ 100.97
		\$ 172,764.80	\$ 181,480.00	\$ 190,444.80	\$ 199,950.40	\$ 210,017.60
Clerk of the Board	CON88	\$ 79.05	\$ 82.98	\$ 87.16	\$ 91.48	\$ 96.08
		\$ 164,424.00	\$ 172,598.40	\$ 181,292.80	\$ 190,278.40	\$ 199,846.40
Principal Human Resources Analyst	CON84	\$ 71.60	\$ 75.18	\$ 78.93	\$ 82.90	\$ 87.04
		\$ 148,928.00	\$ 156,374.40	\$ 164,174.40	\$ 172,432.00	\$ 181,043.20
Senior Human Resources Analyst	CON76	\$ 58.79	\$ 61.69	\$ 64.79	\$ 68.04	\$ 71.43
		\$ 122,283.20	\$ 128,315.20	\$ 134,763.20	\$ 141,523.20	\$ 148,574.40
Assistant Clerk of the Board	CON74	\$ 55.91	\$ 58.75	\$ 61.67	\$ 64.74	\$ 67.99
		\$ 116,292.80	\$ 122,200.00	\$ 128,273.60	\$ 134,659.20	\$ 141,419.20
Secretary to the General Manager	CON73	\$ 54.57	\$ 57.30	\$ 60.15	\$ 63.16	\$ 66.33
		\$ 113,505.60	\$ 119,184.00	\$ 125,112.00	\$ 131,372.80	\$ 137,966.40
Human Resources Analyst	CON70	\$ 50.68	\$ 53.22	\$ 55.90	\$ 58.70	\$ 61.63
		\$ 105,414.40	\$ 110,697.60	\$ 116,272.00	\$ 122,096.00	\$ 128,190.40
Human Resources Technician II	CON67	\$ 48.96	\$ 51.39	\$ 53.97	\$ 56.65	\$ 59.48
		\$ 101,836.80	\$ 106,891.20	\$ 112,257.60	\$ 117,832.00	\$ 123,718.40
Human Resources Technician I	CON62	\$ 43.28	\$ 45.47	\$ 47.73	\$ 50.12	\$ 52.61
		\$ 90,022.40	\$ 94,577.60	\$ 99,278.40	\$ 104,249.60	\$ 109,428.80

FY 2027/2028 (Year Three)
PROPOSED Rates Effective July 9, 2027

CONFIDENTIAL GROUP						
Classification	Pay Grade	STEP	STEP	STEP	STEP	STEP
		1	2	3	4	5
Human Resources Supervisor	CON90	\$ 85.55	\$ 89.87	\$ 94.31	\$ 99.01	\$ 104.00
		\$ 177,944.00	\$ 186,929.60	\$ 196,164.80	\$ 205,940.80	\$ 216,320.00
Clerk of the Board	CON88	\$ 81.42	\$ 85.47	\$ 89.77	\$ 94.22	\$ 98.96
		\$ 169,353.60	\$ 177,777.60	\$ 186,721.60	\$ 195,977.60	\$ 205,836.80
Principal Human Resources Analyst	CON84	\$ 73.75	\$ 77.44	\$ 81.30	\$ 85.39	\$ 89.65
		\$ 153,400.00	\$ 161,075.20	\$ 169,104.00	\$ 177,611.20	\$ 186,472.00
Senior Human Resources Analyst	CON76	\$ 60.55	\$ 63.54	\$ 66.73	\$ 70.08	\$ 73.57
		\$ 125,944.00	\$ 132,163.20	\$ 138,798.40	\$ 145,766.40	\$ 153,025.60
Assistant Clerk of the Board	CON74	\$ 57.59	\$ 60.51	\$ 63.52	\$ 66.68	\$ 70.03
		\$ 119,787.20	\$ 125,860.80	\$ 132,121.60	\$ 138,694.40	\$ 145,662.40
Secretary to the General Manager	CON73	\$ 56.21	\$ 59.02	\$ 61.95	\$ 65.05	\$ 68.32
		\$ 116,916.80	\$ 122,761.60	\$ 128,856.00	\$ 135,304.00	\$ 142,105.60
Human Resources Analyst	CON70	\$ 52.20	\$ 54.82	\$ 57.58	\$ 60.46	\$ 63.48
		\$ 108,576.00	\$ 114,025.60	\$ 119,766.40	\$ 125,756.80	\$ 132,038.40
Human Resources Technician II	CON67	\$ 50.43	\$ 52.93	\$ 55.59	\$ 58.35	\$ 61.26
		\$ 104,894.40	\$ 110,094.40	\$ 115,627.20	\$ 121,368.00	\$ 127,420.80
Human Resources Technician I	CON62	\$ 44.58	\$ 46.83	\$ 49.16	\$ 51.62	\$ 54.19
		\$ 92,726.40	\$ 97,406.40	\$ 102,252.80	\$ 107,369.60	\$ 112,715.20