

RESOLUTION NO. OC SAN 25-11

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
ORANGE COUNTY SANITATION DISTRICT APPROVING  
SALARY AND BENEFIT ADJUSTMENTS FOR UNREPRESENTED  
NON-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 four (4) confidential employees holding a non-exempt classification; and

WHEREAS, non-exempt 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 non-exempt confidential employees, which resulted in agreed upon proposed changes to wages and benefits that align with those agreed upon for similarly situated represented employees.

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

1. That the Board of Directors hereby authorizes and approves the following changes to wages and benefits for non-exempt confidential employees, which shall become effective as noted:

- Salary and Compensation
  - Year 1 – 4.5% Salary Increase and corresponding Salary Range Adjustment, effective 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.
- Development Pay
  - Increase Education Pay to \$25 per pay period for an associate's degree, and \$50 per pay period for an undergraduate degree.

- 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 \$362 per month matching OC San contribution.
- 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.

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Ryan P. Gallagher  
Board Chairman

ATTEST:

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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 25-11 was passed and adopted at a regular meeting of said Board on the 27<sup>th</sup> 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 27<sup>th</sup> of August 2025.

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

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

|                           |
|---------------------------|
| <b>CONFIDENTIAL GROUP</b> |
|---------------------------|

| 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

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| <b>CONFIDENTIAL GROUP</b> |
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| Classification                    | Pay Grade | STEP<br>1     | STEP<br>2     | STEP<br>3     | STEP<br>4     | STEP<br>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 |