

RESOLUTION NO. OC SAN 22-28

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ORANGE COUNTY SANITATION DISTRICT APPROVING SALARY AND BENEFIT ADJUSTMENTS FOR UNREPRESENTED MANAGER GROUP EMPLOYEES FOR FISCAL YEAR 2022/2023, FISCAL YEAR 2023/2024, AND FISCAL YEAR 2024/2025

WHEREAS, there are fourteen (14) employees in the Manager Group job classifications at the Orange County Sanitation District (“OC San”) who serve as organizational leaders and oversee staff within particular divisions and/or workgroups to align performance outcomes with the strategic goals of the agency; and

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

WHEREAS, in 2016 the Board authorized the General Manager to administer the Board approved Manager Group pay plan through a pay for performance system with pay range steps; and

WHEREAS, the General Manager entered into discussions with the Manager Group employees, which resulted in agreed upon proposed salary range adjustments, and minor benefit adjustments; and

WHEREAS, through those discussions, the parties agreed that the salary changes would take effect the first pay period in July 2022 and the start of the new fiscal year in alignment with the other employee unit increases.

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

That the Board of Directors hereby authorizes and approves the following changes to salaries and benefits for Manager Group employees, which shall become effective the first pay period of July 2022:

- Salary Adjustments and Compensation as set forth below:
  - Year 1 – 4.5% Salary Range Adjustment and corresponding Salary Increase, effective the first pay period of July 2022.
  - Year 2 – 4.0% Salary Range Adjustment and corresponding Salary Increase, effective the first pay period of July 2023.
  - Year 3 – 3.5% Salary Range Adjustment and corresponding Salary Increase, effective the first pay period of July 2024.
  - 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 2022 will receive a \$1,500 one-time payment.

- Health Reimbursement Arrangement (HRA)
  - Effective the last full pay period in October 2022, OC San will contribute \$50 a month to a Health Reimbursement Arrangement (HRA) for all employees in the Manager Group, per Internal Revenue Guidance Rev. Rul. 2002-41 and Rev. No. 2002-45.
  
- Dental Insurance
  - Move to the enhanced dental plan negotiated with the SPMG and OCEA groups in plan year 2023, which includes an increase to the annual plan maximum and the lifetime orthodontic maximum.

That the General Manager, or his designee, is authorized to implement the changes to salary and benefits approved herein.

PASSED AND ADOPTED at a regular meeting of the Board of Directors held September 28, 2022.

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Chad P. Wanke  
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 22-28 was passed and adopted at a regular meeting of said Board on the 28<sup>th</sup> of September 2022, 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 28<sup>th</sup> of September 2022.

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

**Orange County Sanitation District  
Classification and Compensation Plan**

FY 2021/2022 (Current Year)  
Rates Effective July 2, 2021

<b>MANAGERS GROUP</b>
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Classification	Pay Grade	Step 1	Step 2	Step 3	Step 4	Step 5
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Engineering Manager	<b>EM18</b>	\$ 174,844.80	\$183,788.80	\$193,190.40	\$203,049.60	\$213,449.60
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Administration Manager	<b>EM16</b>	\$ 166,420.80	\$174,928.00	\$183,872.00	\$193,273.60	\$203,132.80
Controller						
Environmental Lab & Ocean Monitoring Manager						
Environmental Protection Manager						
Human Resources & Risk Manager						
IT Systems & Operations Manager						
Maintenance Manager						
Operations Manager						
Purchasing & Contracts Manager						

**Orange County Sanitation District  
Classification and Compensation Plan**

FY 2022/2023 (Year One)  
PROPOSED Rates Effective July 1, 2022

<b>MANAGERS GROUP</b>
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Classification	Pay Grade	Step 1	Step 2	Step 3	Step 4	Step 5
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Engineering Manager	<b>EM18</b>	\$ 182,707.20	\$ 192,067.20	\$ 201,884.80	\$ 212,180.80	\$ 223,059.20
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Administration Manager	<b>EM16</b>	\$ 173,908.80	\$ 182,790.40	\$ 192,150.40	\$ 201,968.00	\$ 212,264.00
Controller						
Environmental Lab & Ocean Monitoring Manager						
Environmental Protection Manager						
Human Resources & Risk Manager						
IT Systems & Operations Manager						
Maintenance Manager						
Operations Manager						
Purchasing & Contracts Manager						

**FY 2023/2024 (Year Two)**  
 PROPOSED Rates Effective July 14, 2023

<b>MANAGERS GROUP</b>
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Classification	Pay Grade	Step 1	Step 2	Step 3	Step 4	Step 5
Engineering Manager	<b>EM18</b>	\$ 190,008.00	\$ 199,742.40	\$ 209,955.20	\$ 220,667.20	\$ 231,982.40

Administration Manager	<b>EM16</b>	\$ 180,856.00	\$ 190,112.00	\$ 199,846.40	\$ 210,038.40	\$ 220,750.40
Controller						
Environmental Lab & Ocean Monitoring Manager						
Environmental Protection Manager						
Human Resources & Risk Manager						
IT Systems & Operations Manager						
Maintenance Manager						
Operations Manager						
Purchasing & Contracts Manager						

**FY 2024/2025 (Year Three)**  
 PROPOSED Rates Effective July 12, 2024

<b>MANAGERS GROUP</b>
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Classification	Pay Grade	Step 1	Step 2	Step 3	Step 4	Step 5
Engineering Manager	<b>EM18</b>	\$ 196,664.00	\$ 206,731.20	\$ 217,297.60	\$ 228,384.00	\$ 240,094.40

Administration Manager	<b>EM16</b>	\$ 187,179.20	\$ 196,768.00	\$ 206,835.20	\$ 217,380.80	\$ 228,467.20
Controller						
Environmental Lab & Ocean Monitoring Manager						
Environmental Protection Manager						
Human Resources & Risk Manager						
IT Systems & Operations Manager						
Maintenance Manager						
Operations Manager						
Purchasing & Contracts Manager						