



CITY COUNCIL AGENDA REPORT

MEETING DATE: September 2, 2014

ITEM NUMBER:

SUBJECT: POLICE RESERVE OFFICER - SALARY ADJUSTMENT

DATE: August 12, 2014

FROM: CHIEF EXECUTIVE OFFICE/HUMAN RESOURCES DIVISION

PRESENTATION BY: KASAMA LEE, PRINCIPAL HUMAN RESOURCES ANALYST

FOR FURTHER INFORMATION CONTACT: LANCE NAKAMOTO AT (714) 754-5172

RECOMMENDATION:

1. Adopt Resolution No. 14-_____ (Attachment I, which amends Resolution No. 12-49 by revising the salary range for the Police Reserve Officer classification.

BACKGROUND/ANALYSIS:

Mayor Pro Tem Steve Mensinger requested a report related to the pay for Police Reserve Officer positions.

In the last two (2) years we have hired 13 Police Officers and one (1) Police Reserve Officer. Further one (1) Police Reserve Officer has been converted to a full-time Police Officer. None of the cities that boarder Costa Mesa have hired any Police Reserve Officers in the last two (2) years.

The current salary for Police Reserve Officer is \$33.00 per hour. That was increased from \$27.09 in 2012. However, it is still challenging to recruit and retain reserve officers. In an effort to attract the best qualified applicants an increase of 8% is recommended to coincide with the 8% pay increase the Costa Mesa Police Association (CMPA) received over the last two (2) years. Thus the proposed new hourly rate is \$35.64. For reference, attached is the current Police Officer salary schedule (Attachment II). The competitive salary will enhance the recruitment and selection process by ensuring a pool of well qualified candidates.

In addition, a new part-time position in the Police Department will be created with the sole purpose of recruiting reserve officers.

ALTERNATIVES CONSIDERED:

This recommended action was requested by a member of the City Council, no other alternatives were considered.

FISCAL REVIEW:

The recommended hourly salary for Police Reserve Officer would be \$35.64 per hour, an increase of \$2.64 per hour. The City currently budgets approximately 13,600 part time hours for the Police Reserve Officer positions. Therefore, the annual impact of this adjustment is approximately \$36,000. However, no additional appropriation is requested as the salary increase can be absorbed within the existing budget of the Police Department. Pending City Council approval the new salary range will be effective September 7th, 2014.

LEGAL REVIEW:

The City Attorney's Office has reviewed the attached documents and, where appropriate, approved them as to form.

CONCLUSION:

Staff recommends that the City Council adopt Salary Resolution 14-_____ that establishes the new salary range as set forth in the attached document.

LANCE M. NAKAMOTO
Human Resources Manager

TAMARA S. LETOURNEAU
Assistant Chief Executive Officer

STEPHEN DUNIVENT
Interim Finance Director

THOMAS DUARTE
City Attorney

DISTRIBUTION: Chief Executive Officer
City Clerk

ATTACHMENTS: I [Salary Resolution 14-_____](#)
II [CMPA – Police Officer Salary Schedule](#)