



Agenda Item

Orange City Council

Item #: 8.1.

6/9/2026

File #: 26-0148

TO: Honorable Mayor and Members of the City Council

THRU: Jarad Hildenbrand, City Manager

FROM: Monica Espinoza, Human Resources Director

1. SUBJECT

Public hearing and reporting on City of Orange vacancies pursuant to Government Code 3502.3

2. SUMMARY

This item is presented to comply with Government Code Section 3502.3, which requires public agencies to conduct an annual public hearing regarding vacancies and recruitment and retention efforts. This report summarizes vacant City positions and discusses the current City vacancies, recruitment, and retention efforts.

3. RECOMMENDED ACTION

1. Conduct and close the Public Hearing.
2. Receive and file report of City vacancies, recruitment, and retention efforts.

4. FISCAL IMPACT

There is no direct financial impact associated with conducting a public hearing pursuant to Government Code 3502.3. However, addressing recruitment and retention issues could involve future budgeting and bargaining considerations.

5. STRATEGIC PLAN GOALS

Goal 1: Maintain Strong Emergency and Safety Services

Goal 4: Employee Retention and Recruitment

Objective 4.1: Develop and implement a comprehensive plan to market the City of Orange as an employer of choice

Objective 4.5: Implement Succession Planning Strategies

6. DISCUSSION AND BACKGROUND

Governor Newsom signed Assembly Bill 2561 (AB2561) into law on September 22, 2024 to amend the Meyers-Milias-Brown Act (MMBA). AB 2561 went into effect January 1, 2025 and codified California Government Code Section 3502.3 which mandates public agencies hold a public hearing at least once per fiscal year to report on vacancy status and recruitment and retention efforts.

Pursuant to AB 2561, the appropriate posting and notifications of this hearing were made to our labor association/union representatives, noting their opportunity to address the City Council on the matter.

Job Vacancies

Vacancies occur most often because of promotions, transfers, retirements, resignations, or terminations. As of June 1, 2026, 46 out of the City's 579 budgeted full-time positions within the City's eight (8) represented bargaining groups were vacant, which is an overall 7.94% vacancy rate, as summarized in the chart below.

Bargaining Group	Number of Vacant Budgeted FT Positions	Number of Budgeted FT Positions	Percentage of Bargaining Group
City of Orange Police Association (COPA)	20	199	10.05%
City of Orange Police Management Association (PMA)	1	34	2.94%
International Brotherhood of Electrical Workers (IBEW)	5	49	10.2%
Local 47 - Maintenance & Crafts			
International Brotherhood of Electrical Workers (IBEW)	5	25	20%
Local 47 - Water			
Orange City Firefighters, Inc. Local 2384 of the International Association of Fire Fighters, AFL-CIO	1	116	0.86%
Orange City Fire Management Association (FMA)	0	6	0%
Orange Management Association (OMA)	5	49	10.2%
Orange Municipal Employees' Association (OMEA)	9	101	8.91%
Total	46	579	7.94%

The vacancy information presented in this report reflects the City's represented bargaining units, consistent with the requirements of Government Code Section 3502.3.

As of June 1, 2026, International Brotherhood of Electrical Workers (IBEW) Local 47 representing Water Division employees had five (5) vacant positions out of 25 budgeted positions, resulting in a 20% vacancy rate. Within these identified vacancies are one (1) Water Maintenance Leadworker, three (3) Water Skilled Maintenance Workers, and one (1) Water Plant Operator I. Despite these vacancies, the Water Division continues to maintain regulatory compliance and service levels through operational adjustments, overtime, and recruitment efforts.

Recruitment Outreach and Process

When vacancies occur, the department initiates a requisition for recruitment with the Human Resources Department. That requisition is reviewed by the City Manager, who determines whether to approve, delay, or deny the recruitment based on the City's operational needs and financial considerations. When a requisition to recruit and fill a vacancy is approved, the Human Resources Department collaborates with the respective department to implement recruitment outreach strategies to attract qualified candidates. The appropriate recruitment type is determined (closed/promotional or open/competitive) and a job posting is crafted highlighting City of Orange employment benefits as well as desirable elements of the specific job role and department.

Human Resources posts job announcements on the City's website, GovernmentJobs.com, LinkedIn, industry-specific websites/professional associations, at applicable regional/college job fairs and

career centers, and on its billboard located at the 55 Freeway and Katella. The City offers a hiring and referral bonus for some of its difficult-to-fill positions.

Candidates who apply and meet or exceed minimum qualifications proceed in the recruitment. Written exams, skills assessments, and/or interviews are conducted to determine candidate eligibility. Candidates scoring 70% or higher in the recruitment process are placed on an eligibility list for consideration by the respective department's hiring manager(s). Eligibility lists are used for up to one (1) year to fill subsequent approved requisitions without needing to facilitate a new recruitment process.

The time required to fill a vacancy varies by classification and labor market conditions, with specialized technical and public safety positions generally requiring longer recruitment periods.

Retention Efforts

To retain its existing employees, the City offers job-related trainings and professional development opportunities, post-graduate degree incentives, employee engagement initiatives, wellness and education reimbursement, and alternative work schedules (i.e., 9/80, 4/10, 3/12.5, or 48/96, depending on department and job role).

For certain classifications, compensation levels are below the median of comparable agencies, which can create challenges in employee recruitment and retention.

7. ATTACHMENTS

- Vacancy Report by Bargaining Group & Classification