

RESOLUTION NO. 23-0021

A RESOLUTION OF THE MANHATTAN BEACH CITY COUNCIL APPROVING POLICE OFFICER RECRUITMENT AND REFERRAL BONUSES

WHEREAS, the Manhattan Beach City Council established recruitment and referral bonuses for the recruitment of Police Officers and the referral by existing Police Department employees for new hire Police Officers on February 1, 2000;

WHEREAS, a Council action on March 4, 2003 and a Personnel Instruction titled "Police Officer/Lateral Recruitment Bonus" promulgated on August 1, 2003 increased the amounts of the previously established bonuses.

WHEREAS, at its February 7, 2023 meeting, the City Council provided direction on enhancing the recruitment and referral bonuses for Police Officers and members of the Police Department who refer Police Officers to ensure that the recruitment and referral bonuses remain competitive with the labor market;

WHEREAS, the City hires Police Officer candidates under the following three categories:

1. Lateral Police Officers (laterals): Individuals who have passed the Police Academy and have at least one year of experience working as a Police Officer in another agency.
2. Academy Graduate Police Officers (academy graduates): Individuals who have passed the Basic Police Academy but do not yet have the required agency experience.
3. Police Academy Trainees (PAT's or trainees): entry-level employees who do not yet have training and experience in law enforcement. The City pays the individuals hired while they are attending a Police Academy, and their appointment to Police Officer/start of formal probationary period begins following successful completion of the Policy Academy.

THEREFORE, THE MANHATTAN BEACH CITY COUNCIL HEREBY RESOLVES AS FOLLOWS:

SECTION 1. The City Council hereby establishes the retention and referral bonuses for Police Officers as follows:

- Recruitment bonus:

The Police Chief may establish the recruitment bonus to be paid to incoming Police Officers for each of the following levels: 1.Lateral; 2. Academy Graduate; and 3. Trainee.

The recruitment bonus levels may be between 3% and 10% of the individual's starting annual salary as Police Officer, at time of appointment to Police Officer.

The Police Chief may designate a recruitment bonus for any or all categories of incoming Police Officer candidates, and determine the recruitment bonus percentage for each incoming candidate, subject to City Manager approval.

Bonuses for lateral and academy graduates will be paid as follows: 50% at time of appointment and 50% upon successful completion of the probationary period.

Bonuses for trainees will be paid as follows: 50% at time of successful graduation from the Police Academy and appointment to Police Officer and 50% upon successful completion of the probationary period.

If the Police Officer separates from service within three years of the date of appointment, the individual will be required to reimburse the City for the entire amount of the transfer bonus.

- Referral bonus:

Any Police Department employee (up to the rank of Police Lieutenant) who refers a candidate for Police Officer or Trainee will be eligible for a recruitment bonus of 5% of the then-current Police Academy Trainee annual salary. Employees directly involved in the Police Department's recruitment function (Sergeant, Lieutenant and support staff assigned to the Personnel and Training Section) are not eligible for this bonus.

Bonuses for referring lateral and academy graduates will be paid as follows: 50% at time of appointment and 50% upon successful completion of the probationary period.

Bonuses for referring trainees will be paid as follows: 50% at time of successful graduation from the Police Academy and appointment to Police Officer and 50% upon successful completion of the probationary period.

SECTION 3. INTERNAL CONSISTENCY. Any provisions of the Municipal Code, or any other resolution, ordinance, personnel rule, administrative instruction or personnel instruction of the City, to the extent that they are inconsistent with this Resolution, are hereby repealed, and the City Clerk and Human Resources Director shall make any necessary changes for internal consistency.

SECTION 4. The Human Resources Director or her designee shall establish policies and procedures needed for the implementation of the recruitment and referral bonuses authorized under this resolution.

SECTION 5. The City Clerk shall certify to the adoption of this Resolution.

ADOPTED on February 21, 2023.

AYES:

NOES:

ABSENT:

ABSTAIN:

STEVE NAPOLITANO
Mayor

ATTEST:

LIZA TAMURA
City Clerk