

**RESOLUTION NO. 2025-14**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
CORONADO, CALIFORNIA, AMENDING ITS FISCAL YEAR  
2024-25 PERSONNEL AUTHORIZATION AND  
COMPENSATION PLAN TO INCORPORATE  
CLASSIFICATION CHANGES AND CLARIFY BENEFIT  
LANGUAGE**

WHEREAS, the City Council amends the Personnel Authorization and Compensation Plan (PACP) to reflect approved compensation, benefit, or classification adjustments occur, which include the enumeration of authorized positions, classifications, and approved pay ranges; and

WHEREAS, the Fiscal Year 2024-25 Personnel Authorization and Compensation Plan (FY 2024-25 PACP) is attached herein as Exhibit "A"; and

WHEREAS, as a result of the classification review, City staff requests the reclassification of Assistant Engineer to Senior Engineer based on demonstrated operational and capital project delivery needs; and

WHEREAS, the floating holiday language has been updated to reflect greater accuracy in the number of hours earned by employees; and

WHEREAS, the rounding of salaries section has been updated to reflect how payroll calculations are completed in the City's new payroll processing system; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Coronado as follows:

1. That the above recitations are true; and
2. That the reclassification and adjustment are approved and shall be reflected in the appropriate sections of the PACP; and
3. That the FY 2024-25 PACP, Exhibit "A", is approved and adopted; and
4. That the number of positions for all departments as identified in Sections 1 and 3 of the FY 2024-25 PACP will continue to reflect a total of 254.75 authorized positions.

PASSED, ADOPTED, AND APPROVED by the City Council of the City of Coronado, California, at a regular meeting thereof this 15th day of April 2025 by the following vote, to wit:

**AYES:**

**NAYS:**

**ABSTAIN:**

**ABSENT:**

APPROVED:

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JOHN D. DUNCAN, Mayor of the  
City of Coronado, California

ATTEST:

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KELSEA HOLIAN, City Clerk of the  
City of Coronado, California

# CITY OF CORONADO



Personnel Authorization and Compensation Plan

Fiscal Year 2024-2025

Amended April 15, 2025

**PERSONNEL AUTHORIZATION AND COMPENSATION PLAN  
FISCAL YEAR 2024-2025**

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**Resolution 2025-14**  
**Exhibit A**

PERSONNEL AUTHORIZATION AND COMPENSATION PLAN FISCAL YEAR 2024-25

**Section 1. Classified Regular Positions**

**A. REGULAR FULL-TIME POSITIONS (Biweekly Salary)**

**A1. AFSCME**

Effective July 13, 2024

No.	Job Class	Range	Description	A	B	C	D	E	F	G
1	A490	01	Electrician	2,642.99	2,775.14	2,913.90	3,059.59	3,212.57	3,373.20	3,541.86
0	A500	02	Engineering Technician II	2,716.93	2,852.77	2,995.41	3,145.18	3,302.44	3,467.56	3,640.94
0	A575	03	Heavy Equipment Operator	2,341.75	2,458.84	2,581.78	2,710.87	2,846.41	2,988.73	3,138.17
5	A600	04	Lead Maintenance Worker	2,341.75	2,458.84	2,581.78	2,710.87	2,846.41	2,988.73	3,138.17
1	A610	05	Lead Pump Mechanic	2,642.99	2,775.14	2,913.90	3,059.59	3,212.57	3,373.20	3,541.86
0	A700	06	Maintenance Worker I	1,745.22	1,832.48	1,924.10	2,020.31	2,121.33	2,227.39	2,338.76
18	A705	07	Maintenance Worker II	1,933.38	2,030.04	2,131.55	2,238.12	2,350.03	2,467.53	2,590.91
6	A710	08	Maintenance Worker III	2,124.57	2,230.79	2,342.33	2,459.45	2,582.42	2,711.54	2,847.12
1	A730	09	Master Mechanic	2,989.41	3,138.88	3,295.83	3,460.62	3,633.65	3,815.33	4,006.10
1	A735	10	Mechanic I	2,243.05	2,355.21	2,472.97	2,596.62	2,726.45	2,862.77	3,005.91
3	A740	11	Mechanic II	2,490.93	2,615.48	2,746.25	2,883.57	3,027.75	3,179.13	3,338.09
1	A750	12	Motor Sweeper Operator	2,204.04	2,314.24	2,429.95	2,551.45	2,679.03	2,812.98	2,953.63
1	A969	13	Special Equipment Mechanic I	2,017.56	2,118.44	2,224.36	2,335.58	2,452.36	2,574.98	2,703.73
1	A970	14	Special Equipment Mechanic II	2,242.06	2,354.16	2,471.87	2,595.47	2,725.24	2,861.50	3,004.58
1	A990	16	Tree Trimmer	2,124.57	2,230.79	2,342.33	2,459.45	2,582.42	2,711.54	2,847.12
0	A975	17	Utility Systems Operator I	1,762.67	1,850.81	1,943.35	2,040.51	2,142.54	2,249.67	2,362.15
4	A980	18	Utility Systems Operator II	1,952.71	2,050.34	2,152.86	2,260.50	2,373.53	2,492.21	2,616.82
2	A985	19	Utility Systems Operator III	2,145.81	2,253.10	2,365.76	2,484.04	2,608.25	2,738.66	2,875.59
<u>46.00</u>										

**A2. FIREFIGHTERS' ASSOCIATION**

Effective July 13, 2024

No.	Job Class	Range	Description	A	B	C	D	E	F	G
6	F550	01	Fire Captain	3,790.30	3,979.81	4,178.80	4,387.74	4,607.13	4,837.48	5,079.36
6	F560	02	Fire Engineer	3,230.64	3,392.18	3,561.79	3,739.87	3,926.87	4,123.21	4,329.37
15	F572	11	Firefighter/Paramedic	3,137.89	3,294.79	3,459.53	3,632.50	3,814.13	4,004.83	4,205.08
<u>27.00</u>										

**A3. POLICE OFFICERS' ASSOCIATION**

Effective July 13, 2024

No.	Job Class	Range	Description	A	B	C	D	E	F	G
1	P505	01	Evidence and Property Technician	2,609.40	2,739.87	2,876.87	3,020.71	3,171.75	3,330.33	3,496.85
6	P807	12	Police Corporal	3,676.84	3,860.68	4,053.71	4,256.40	4,469.22	4,692.68	4,927.31
9	P815	03	Police Dispatcher	2,552.92	2,680.56	2,814.59	2,955.32	3,103.09	3,258.24	3,421.15
1	P818	10	Police Dispatch Supervisor	2,999.91	3,149.90	3,307.40	3,472.77	3,646.41	3,828.73	4,020.17
28	P825	04	Police Officer	3,470.06	3,643.57	3,825.74	4,017.03	4,217.88	4,428.78	4,650.22
7	P830	05	Police Sergeant	4,312.84	4,528.48	4,754.91	4,992.65	5,242.28	5,504.40	5,779.62
0	P835	06	Police Services Officer I	1,948.15	2,045.56	2,147.84	2,255.23	2,367.99	2,486.39	2,610.71
6	P840	07	Police Services Officer II	2,200.25	2,310.27	2,425.78	2,547.07	2,674.42	2,808.14	2,948.55
<u>58.00</u>										

**A4. SELF-REPRESENTED**

Effective July 13, 2024

No.	Job Class	Range	Description	A	B	C	D	E	F	G
1	S100	01	Accountant	3,210.34	3,370.86	3,539.40	3,716.37	3,902.19	4,097.30	4,302.16
4	S105	02	Accounting Technician I	2,055.58	2,158.36	2,266.27	2,379.59	2,498.57	2,623.50	2,754.67
3	S160	39	Aquatics Coordinator	1,977.28	2,076.14	2,179.95	2,288.95	2,403.39	2,523.56	2,649.74
1	S170	05	Aquatics Supervisor	2,913.70	3,059.38	3,212.35	3,372.97	3,541.62	3,718.70	3,904.63
1	S205	58	Assistant Director of Public Services & Eng	5,290.74	5,555.28	5,833.04	6,124.70	6,430.93	6,752.48	7,090.10
1	S210	06	Assistant Engineer	3,093.07	3,247.73	3,410.11	3,580.62	3,759.65	3,947.63	4,145.02
1	S220	07	Assistant Planner	2,741.05	2,878.11	3,022.01	3,173.11	3,331.77	3,498.35	3,673.27
0	S230	52	Assistant to the City Manager	4,044.88	4,247.13	4,459.48	4,682.46	4,916.58	5,162.41	5,420.53
1	S235	03	Associate Accountant *	2,598.61	2,728.54	2,864.97	3,008.22	3,158.63	3,316.56	3,482.39

**Resolution 2025-14**  
**Exhibit A**

**PERSONNEL AUTHORIZATION AND COMPENSATION PLAN FISCAL YEAR 2024-25**

**A4. SELF-REPRESENTED (Continued)**

**Effective July 13, 2024**

No.	Job Class	Range	Description	A	B	C	D	E	F	G
1	S350	13	Associate Architect	3,574.57	3,753.30	3,940.97	4,138.02	4,344.92	4,562.16	4,790.27
1	S240	08	Associate Engineer	3,574.57	3,753.30	3,940.97	4,138.02	4,344.92	4,562.16	4,790.27
1	S245	03	Associate Human Resources Analyst	2,598.61	2,728.54	2,864.97	3,008.22	3,158.63	3,316.56	3,482.39
1	S247	61	Associate Information Technology Analyst *	2,775.19	2,913.95	3,059.64	3,212.63	3,373.26	3,541.92	3,719.02
3	S250	09	Associate Planner	3,021.31	3,172.38	3,330.99	3,497.54	3,672.42	3,856.04	4,048.85
4	S300	47	Beach Lifeguard	1,879.93	1,973.92	2,072.62	2,176.25	2,285.06	2,399.31	2,519.28
1	S305	43	Beach Lifeguard Captain	3,989.21	4,188.67	4,398.10	4,618.01	4,848.91	5,091.35	5,345.92
3	S315	11	Beach Lifeguard Sergeant	2,508.09	2,633.50	2,765.17	2,903.43	3,048.60	3,201.03	3,361.08
0	S325	54	Building Inspector I	2,566.37	2,694.69	2,829.42	2,970.89	3,119.44	3,275.41	3,439.18
2	S330	12	Building Inspector II	2,829.42	2,970.89	3,119.44	3,275.41	3,439.18	3,611.14	3,791.70
1	S335	48	Building Official	5,024.14	5,275.35	5,539.12	5,816.07	6,106.88	6,412.22	6,732.83
1	S358	57	Communications and Engagement Officer	3,668.83	3,852.27	4,044.88	4,247.13	4,459.48	4,682.46	4,916.58
2	S360	49	Community Development Technician	2,122.04	2,228.14	2,339.55	2,456.53	2,579.35	2,708.32	2,843.74
2	S365	27	Department Administrative Assistant	1,834.78	1,926.52	2,022.85	2,123.99	2,230.19	2,341.70	2,458.78
3	S366	04	Department Administrative Coordinator	2,190.23	2,299.74	2,414.73	2,535.46	2,662.24	2,795.35	2,935.12
0	S370	56	Deputy City Clerk	2,598.61	2,728.54	2,864.97	3,008.22	3,158.63	3,316.56	3,482.39
1	S370	56	Deputy City Clerk *	3,057.47	3,210.34	3,370.86	3,539.40	3,716.37	3,902.19	4,097.30
1	S515	04	Executive Assistant to the Police Chief	2,190.22	2,299.73	2,414.72	2,535.46	2,662.23	2,795.35	2,935.12
1	S530	15	Finance Manager	5,024.14	5,275.35	5,539.11	5,816.07	6,106.87	6,412.22	6,732.83
4	S555	24	Fire Division Chief	5,290.74	5,555.28	5,833.04	6,124.70	6,430.93	6,752.48	7,090.10
1	S568	59	Fire Prevention Aide	1,834.78	1,926.52	2,022.85	2,123.99	2,230.19	2,341.70	2,458.78
1	S570	17	Golf Superintendent	3,746.70	3,934.04	4,130.74	4,337.27	4,554.14	4,781.85	5,020.94
1	S578	24	Human Resources Analyst	3,057.47	3,210.34	3,370.86	3,539.40	3,716.37	3,902.19	4,097.30
1	S580	18	Human Resources and Risk Manager	5,024.14	5,275.35	5,539.11	5,816.07	6,106.87	6,412.22	6,732.83
0	S585	19	Human Resources Technician	2,252.34	2,364.96	2,483.21	2,607.37	2,737.73	2,874.62	3,018.35
2	S588	45	Information Technology Analyst *	3,343.60	3,510.78	3,686.32	3,870.64	4,064.17	4,267.38	4,480.74
1	S590	20	Information Technology Manager	5,024.14	5,275.35	5,539.11	5,816.07	6,106.87	6,412.22	6,732.83
0	S593	51	Information Technology Network Admin I	3,032.74	3,184.38	3,343.60	3,510.78	3,686.32	3,870.64	4,064.17
0	S591	45	Information Technology Network Admin II	3,343.60	3,510.78	3,686.32	3,870.64	4,064.17	4,267.38	4,480.74
1	S592	28	Information Technology Technician	2,252.34	2,364.96	2,483.21	2,607.37	2,737.73	2,874.62	3,018.35
5	S635	21	Librarian II	2,662.94	2,796.09	2,935.89	3,082.69	3,236.82	3,398.66	3,568.59
1	S645	22	Library Assistant II	1,983.63	2,082.81	2,186.95	2,296.29	2,411.11	2,531.66	2,658.25
0	S650	46	Library Assistant III	2,281.17	2,395.23	2,514.99	2,640.74	2,772.78	2,911.41	3,056.99
1	S680	40	Library Services Analyst	2,916.39	3,062.20	3,215.31	3,376.08	3,544.88	3,722.13	3,908.24
0	S690	23	Library Technician	2,563.01	2,691.16	2,825.71	2,967.00	3,115.35	3,271.12	3,434.67
5	S720	24	Management Analyst	3,057.47	3,210.34	3,370.86	3,539.40	3,716.37	3,902.19	4,097.30
2	S120	03	Management Assistant	2,598.61	2,728.54	2,864.97	3,008.22	3,158.63	3,316.56	3,482.39
0	S790	16	Payroll Specialist	2,252.34	2,364.96	2,483.21	2,607.37	2,737.73	2,874.62	3,018.35
1	S790	16	Payroll Specialist *	2,342.43	2,459.56	2,582.53	2,711.66	2,847.24	2,989.60	3,139.09
2	S801	44	Police Captain	5,641.46	5,923.54	6,219.71	6,530.70	6,857.23	7,200.10	7,560.10
1	S805	29	Police Com. Relations Coord.	3,057.47	3,210.34	3,370.86	3,539.40	3,716.37	3,902.20	4,097.30
2	S802	30	Police Lieutenant	4,954.11	5,201.81	5,461.90	5,735.00	6,021.75	6,322.84	6,638.98
0	S824	50	Police Officer Recruit	2,616.60	2,747.43	2,884.80	3,029.04	3,180.49	3,339.51	3,506.49
3	S828	27	Police Records Specialist	1,834.78	1,926.52	2,022.85	2,123.99	2,230.19	2,341.70	2,458.78
1	S845	31	Police Support Services Manager	3,755.09	3,942.84	4,139.98	4,346.98	4,564.33	4,792.55	5,032.18
1	S355	14	Principal Architect	4,751.80	4,989.39	5,238.85	5,500.80	5,775.84	6,064.63	6,367.86
1	S865	32	Principal Engineer	4,751.80	4,989.39	5,238.85	5,500.80	5,775.84	6,064.63	6,367.86
1	S870	33	Principal Librarian	3,353.74	3,521.43	3,697.50	3,882.38	4,076.49	4,280.32	4,494.34
1	S872	60	Principal Planner	4,251.00	4,463.56	4,686.73	4,921.07	5,167.13	5,425.48	5,696.76
1	S873	55	Public Services & Engineering Admin Mgr	4,586.38	4,815.70	5,056.48	5,309.30	5,574.77	5,853.51	6,146.18
2	S875	34	Public Services Manager	3,934.04	4,130.74	4,337.27	4,554.14	4,781.85	5,020.94	5,271.98
0	S880	35	Public Services Technician	2,182.55	2,291.68	2,406.26	2,526.58	2,652.91	2,785.55	2,924.83
3	S905	38	Recreation Coordinator	1,977.28	2,076.14	2,179.95	2,288.95	2,403.39	2,523.56	2,649.74
4	S915	36	Recreation Services Supervisor	2,913.70	3,059.38	3,212.35	3,372.97	3,541.62	3,718.70	3,904.63
1	S940	37	Secretary to the City Manager	2,549.30	2,676.76	2,810.60	2,951.13	3,098.69	3,253.62	3,416.30
1	S946	41	Senior Accountant *	3,668.83	3,852.27	4,044.88	4,247.13	4,459.48	4,682.46	4,916.58
1	S947	62	Senior Accounting Technician *	2,158.36	2,266.27	2,379.59	2,498.57	2,623.49	2,754.67	2,892.40
2	S951	10	Senior Engineer	4,325.23	4,541.50	4,768.57	5,007.00	5,257.35	5,520.22	5,796.23
2	S953	41	Senior Human Resources Analyst	3,668.83	3,852.27	4,044.88	4,247.13	4,459.48	4,682.46	4,916.58
1	S954	41	Senior Information Technology Analyst *	3,668.83	3,852.27	4,044.88	4,247.13	4,459.48	4,682.46	4,916.58

PERSONNEL AUTHORIZATION AND COMPENSATION PLAN FISCAL YEAR 2024-25

**Resolution 2025-14  
Exhibit A**

A4. SELF-REPRESENTED (Continued)

Effective July 13, 2024

No.	Job Class	Range	Description	A	B	C	D	E	F	G
2	S955	40	Senior Librarian	2,916.39	3,062.20	3,215.31	3,376.08	3,544.88	3,722.13	3,908.24
4	S960	41	Senior Management Analyst	3,668.83	3,852.27	4,044.88	4,247.13	4,459.48	4,682.46	4,916.58
1	S965	42	Senior Planner	3,668.83	3,852.27	4,044.88	4,247.13	4,459.48	4,682.46	4,916.58
1	S973	53	Utility Manager	4,123.17	4,329.33	4,545.80	4,773.09	5,011.74	5,262.33	5,525.45
<u>108.00</u>										
<u>239.00</u>				Total Regular Full-Time Classified Positions						

B. SELF-REPRESENTED PART-TIME (Hourly Rate)

Effective July 13, 2024

No.	Job Class	Range	Description	A	B	C	D	E	F	G
0.75	R105	02	Accounting Technician I	25.69	26.98	28.33	29.74	31.23	32.79	34.43
0.50	R160	39	Aquatics Coordinator	24.72	25.95	27.25	28.61	30.04	31.54	33.12
0.00	R365	27	Department Administrative Assistant	22.93	24.08	25.29	26.55	27.88	29.27	30.73
0.75	R366	04	Department Administrative Coordinator	27.38	28.75	30.18	31.69	33.28	34.94	36.69
0.00	R635	21	Librarian II	33.29	34.95	36.70	38.53	40.46	42.48	44.61
1.50	R645	22	Library Assistant II	24.80	26.04	27.34	28.70	30.14	31.65	33.23
0.75	R650	46	Library Assistant III	28.51	29.94	31.44	33.01	34.66	36.39	38.21
0.00	R720	24	Management Analyst	38.22	40.13	42.14	44.24	46.45	48.78	51.22
1.50	R905	38	Recreation Coordinator	24.72	25.95	27.25	28.61	30.04	31.54	33.12
<u>5.75</u>										
<u>5.75</u>				Total Regular Part-Time Classified Positions						

C. TEMPORARY PART-TIME AND SEASONAL (Hourly Rate)

Effective July 13, 2024

No.	Job Class	Range	Description	A	B	C	D	E	F	G
	T130	01	Administrative Intern	17.14	-	-	-	-	-	-
	T300	03	Beach Lifeguard	21.39	22.46	23.58	24.76	26.00	27.30	28.66
	T320	38	Beach Lifeguard Trainee	17.14	-	-	-	-	-	-
	T360	35	Community Development Technician	26.53	27.85	29.24	30.71	32.24	33.85	35.55
	T497	29	Emergency Medical Technician	18.92	19.86	20.86	21.90	22.99	24.14	25.35
	T505	20	Evidence and Property Technician	32.62	34.25	35.96	37.76	39.65	41.63	43.71
	T572	19	Firefighter/Paramedic	28.02	29.42	30.89	32.43	34.05	35.76	37.55
	T630	05	Librarian I	28.00	29.40	30.87	32.42	34.04	35.74	37.53
	T640	06	Library Assistant I	21.57	22.64	23.78	24.97	26.21	27.52	28.90
	T665	07	Library Monitor	17.84	18.73	19.67	20.65	21.69	22.77	23.91
	T675	08	Library Page	17.14	-	-	-	-	-	-
	T695	09	Lifeguard Assistant (Beach)	17.14	-	-	-	-	-	-
	T705	33	Maintenance Worker II	24.17	25.38	26.64	27.98	29.38	30.84	32.39
	T720	31	Management Analyst	38.22	40.13	42.14	44.24	46.45	48.78	51.22
	T815	32	Police Dispatcher	31.91	33.51	35.18	36.94	38.79	40.73	42.76
	T851	24	Pool Lifeguard I	19.67	20.65	21.68	-	-	-	-
	T852	25	Pool Lifeguard II	20.52	21.55	22.63	-	-	-	-
	T853	26	Pool Lifeguard III	21.50	22.57	23.70	24.89	-	-	-
	T900	11	Recreation Assistant	17.14	-	-	-	-	-	-
	T910	12	Recreation Leader	18.23	19.14	20.10	-	-	-	-
	T925	13	Recreation Specialist	20.51	21.53	22.61	23.74	-	-	-
	T935	14	Seasonal Maintenance Assistant I	17.72	18.59	19.52	20.50	21.53	22.62	23.74
	T936	15	Seasonal Maintenance Assistant II	19.50	20.47	21.50	22.58	23.70	24.89	26.13
	T960	27	Senior Management Analyst	45.86	48.15	50.56	53.09	55.74	58.53	61.46

\* Job classifications notated with an asterisk (\*) include rate changes and/or new classifications effective August 24, 2024.

**Section 2. Unclassified Positions**

A. EXECUTIVE POSITIONS (Monthly Rate)

Effective July 13, 2024

No.	Job Class	Description	Min	Max	Band
1	E375	City Clerk	9,762.92	13,210.54	1
0	E440	City Engineer	11,419.32	15,685.88	2
0	E450	Director of Golf Course Operations	11,419.32	15,685.88	2
1	E455	Director of Library Services	11,419.32	15,685.88	2
0	E470	Director of Recreation	11,419.32	15,685.88	2
1	E425	Director of Administrative Services	14,932.96	17,819.16	3
1	E475	Director of Comm Devlp, Redevelopment/Housing Svcs	14,932.96	17,819.16	3
1	E480	Director of Recreation & Golf	14,932.96	17,819.16	3
1	E200	Assistant City Manager	16,564.29	19,701.47	4
1	E445	Fire Chief	16,564.29	19,701.47	4
1	E465	Director of Public Services & Engineering	16,564.29	19,701.47	4
1	E460	Police Chief	17,723.75	21,080.50	5
1	E385	City Manager *	-	24,630.83	

*\*Contract amendment approved by the City Council on December 17, 2024. New rate effective December 14, 2024.*

10.00	Total Unclassified Positions
254.75	Total Regular Full-Time Classified, Regular Part-Time Classified, and Unclassified Positions (full time equivalent)

C. ELECTED POSITIONS (Monthly Rate)

	<u>Salary</u>	<u>Expense Allowance</u>
Council Member **	1,187.50	150.00
Mayor **	1,187.50	225.00

*\*\*Ordinance 2024-11 approved by the City Council on December 17, 2024 to amend monthly salary.  
New monthly salary rate effective December 17, 2024.*

**Section 3. Authorized regular full-time and part-time positions categorized by function and department:**

Function Department Position Title	Authorized Full-Time		Regular Part-Time	
	Unclassified	Classified	Unclassified	Classified
	Section 2	Section 1	Section 2	Section 1
<b>General Government</b>				
<u>City Clerk</u>				
City Clerk	1			
Deputy City Clerk		1		
Total	1	1	0	0
<u>City Manager</u>				
City Manager	1			
Assistant City Manager	1			
Assistant to the City Manager		0		
Communications and Engagement Officer		1		
Secretary to the City Manager		1		
Senior Management Analyst		2		
Total	2	4	0	0
<u>Administrative Services</u>				
Director of Administrative Services	1			
Accountant		1		
Accounting Technician I		0		
Associate Accountant		1		
Associate Human Resources Analyst		1		
Associate Information Technology Analyst		1		
Department Administrative Assistant		1		
Finance Manager		1		
Human Resources Analyst		1		
Human Resources and Risk Manager		1		
Information Technology Analyst		2		
Information Technology Manager		1		
Information Technology Network Admin. I		0		
Information Technology Network Admin. II		0		
Information Technology Technician		1		
Management Analyst		0		
Management Assistant		0		
Payroll Specialist		1		
Senior Accountant		1		
Senior Accounting Technician		1		
Senior Human Resources Analyst		2		
Senior Information Technology Analyst		1		
Senior Management Analyst		0		
Total	1	18	0	0
<b>Planning &amp; Building Services</b>				
<u>Community Development, Redevelopment &amp; Housing Services</u>				
Director of Community Development, Redevelopment & Housing Services	1			
Assistant Planner		1		
Associate Planner		3		
Building Inspector I		0		
Building Inspector II		2		
Building Official		1		
Community Development Technician		2		
Department Administrative Coordinator		1		
Principal Planner		1		
Senior Planner		1		
Total	1	12	0	0

**Section 3. Authorized regular full-time and part-time positions categorized by function and department:**

Function	Authorized Full-Time		Regular Part-Time	
	Unclassified	Classified	Unclassified	Classified
	Section 2	Section 1	Section 2	Section 1
Department				
Position Title				
Public Safety				
Fire & Beach Lifeguard Services				
Fire Chief	1			
Accounting Technician I		0		0.75
Beach Lifeguard Captain		1		
Beach Lifeguard Sergeant		3		
Beach Lifeguard		4		
Fire Captain		6		
Fire Division Chief		4		
Fire Engineer		6		
Fire Prevention Aide		1		
Firefighter/Paramedic		15		
Management Analyst		1		
Management Assistant		0		
Total	1	41	0	0.75
Police Services				
Police Chief	1			
Accounting Technician I		1		
Evidence & Property Technician		1		
Executive Assistant to the Police Chief		1		
Management Analyst		1		
Management Assistant		0		
Police Captain		2		
Police Community Relations Coordinator		1		
Police Corporal		6		
Police Dispatcher		9		
Police Dispatch Supervisor		1		
Police Lieutenant		2		
Police Officer		28		
Police Records Specialist		3		
Police Sergeant		7		
Police Services Officer II		6		
Police Support Services Manager		1		
Total	1	70	0	0.00

**Section 3. Authorized regular full-time and part-time positions categorized by function and department:**

Function	Authorized Full-Time		Regular Part-Time	
	Unclassified	Classified	Unclassified	Classified
	Section 2	Section 1	Section 2	Section 1
Department				
Position Title				
<b>Culture &amp; Leisure</b>				
<u>Library Services</u>				
Director of Library Services	1			
Accounting Technician I		0		
Department Administrative Coordinator		1		
Librarian II		5		
Library Assistant II		1		1.50
Library Assistant III		0		0.75
Library Services Analyst		1		
Library Technician		0		
Management Assistant		1		
Principal Librarian		1		
Senior Librarian		2		
Total	1	12	0	2.25
<u>Recreation &amp; Golf Course Operations</u>				
Director of Recreation & Golf	1			
Accounting Technician I		1		
Aquatics Coordinator		3		0.50
Aquatics Supervisor		1		
Department Administrative Assistant		0		0.00
Department Administrative Coordinator		0		0.75
Management Assistant		1		
Management Analyst		0		
Recreation Coordinator		3		1.50
Recreation Services Supervisor		4		
Senior Management Analyst		1		
Maintenance Worker II (Golf)		7		
Maintenance Worker III (Golf)		2		
Golf Superintendent		1		
Lead Maintenance Worker (Golf)		1		
Special Equipment Mechanic II (Golf)		1		
Total	1	26	0	2.75

**Section 3. Authorized regular full-time and part-time positions categorized by function and department:**

Function	Authorized Full-Time		Regular Part-Time	
	Unclassified	Classified	Unclassified	Classified
	Section 2	Section 1	Section 2	Section 1
Department				
Position Title				
<b>Construction &amp; Maintenance</b>				
<u>Public Services and Engineering</u>				
Director of Public Services and Engineering	1			
City Engineer	0			
Assistant Director of Public Services & Eng.		1		
Assistant Engineer		1		
Associate Architect		1		
Associate Engineer		1		
Accounting Technician I		2		
Department Administrative Assistant		1		
Department Administrative Coordinator		1		
Electrician		1		
Lead Maintenance Worker		4		
Lead Pump Mechanic		1		
Management Analyst		3		
Maintenance Worker II		11		
Maintenance Worker III		4		
Master Mechanic		1		
Mechanic I		1		
Mechanic II		3		
Motor Sweeper Operator		1		
Principal Architect		1		
Principal Engineer		1		
Public Services & Engineering Admin Mgr		1		
Public Services Manager		2		
Public Services Technician		0		
Senior Engineer		2		
Senior Management Analyst		1		
Special Equipment Mechanic I		1		
Utility Manager		1		
Utility Systems Operator II		4		
Utility Systems Operator III		2		
Tree Trimmer		1		
Total	1	55	0	0.00
<b>Total Full &amp; Permanent Part Time Positions</b>	<b>10</b>	<b>239</b>	<b>0</b>	<b>5.75</b>

**Grand Total - Full-time Equivalent Authorized Positions** **254.75**

Section 4. EXECUTIVE AND EXEMPT CLASSIFICATIONS

A. Unclassified/EXECUTIVE Classifications

The following classifications are Unclassified/EXECUTIVE (FLSA Exempt):

Assistant City Manager  
City Clerk  
City Engineer  
City Manager  
All Department Directors

B. Classified/EXEMPT Classifications

The following full-time classifications are Classified/FLSA Exempt:

Accountant	Management Analyst
Assistant to the City Manager	Police Captain
Assistant Director of Public Services & Engineering	Police Community Relations Coordinator
Associate Architect	Police Lieutenant
Aquatics Supervisor	Police Support Services Manager
Associate Engineer	Principal Architect
Associate Planner	Principal Engineer
Beach Lifeguard Captain	Principal Librarian
Building Official	Principal Planner
Communications and Engagement Officer	Public Services & Engineering Admin Mgr
Deputy City Clerk	Public Services Manager
Finance Manager	Recreation Services Supervisor
Fire Division Chief	Senior Accountant
Emergency Management Coordinator	Senior Engineer
Golf Superintendent	Senior Librarian
Human Resources and Risk Manager	Senior Management Analyst
Human Resources Analyst	Senior Planner
Information Technology Manager	Senior Human Resources Analyst
Library Services Analyst	Utility Manager

Section 5. CLASSIFICATIONS REPRESENTED BY EMPLOYEE ASSOCIATIONS  
(listed by Association)

A. The following classifications are represented by the AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES LOCAL 127 (AFSCME):

Electrician	Mechanic I
Engineering Technician II	Mechanic II

Heavy Equipment Operator	Motor Sweeper Operator
Lead Maintenance Worker	Special Equipment Mechanic I
Lead Pump Mechanic	Special Equipment Mechanic II
Maintenance Worker I	Tree Trimmer
Maintenance Worker II	Utility Systems Operator I
Maintenance Worker III	Utility Systems Operator II
Master Mechanic	Utility Systems Operator III

- B. The following classifications are represented by the CORONADO FIREFIGHTERS' ASSOCIATION (CFA):

Firefighter	Firefighter/Paramedic
Fire Captain	Fire Engineer

- C. The following classifications are represented by the CORONADO POLICE OFFICERS' ASSOCIATION (CPOA):

Evidence & Property Technician	Police Officer
Police Corporal	Police Sergeant
Police Dispatcher	Police Services Officer I
Police Dispatch Supervisor	Police Services Officer II

## Section 6. SELF-REPRESENTED CLASSIFICATIONS

SELF-REPRESENTED classifications are those regular full-time and regular part-time positions (defined as employees who work a fixed schedule greater than twenty (20) hours but fewer than forty (40) hours per week and identified in the Annual Budget as regular part-time), which are not classified as Executive and are not represented by an Association.

The following classifications are SELF-REPRESENTED:

Accountant	Information Technology Technician
Accounting Technician I	Librarian II
Administrative Secretary	Library Assistant II
Aquatics Coordinator	Library Assistant III
Aquatics Supervisor	Library Services Analyst
Assistant Director of Public Services & Eng	Library Technician
Assistant Engineer	Management Analyst
Assistant Planner	Management Assistant
Assistant to the City Manager	Payroll Specialist
Associate Architect	Police Captain
Associate Engineer	Police Com. Relations Coord.
Associate Human Resources Analyst	Police Lieutenant
Associate Information Technology Analyst	Police Officer Recruit
Associate Planner	Police Records Specialist
Beach Lifeguard	Police Support Services Manager
Beach Lifeguard Captain	Principal Architect

Beach Lifeguard Sergeant	Principal Engineer
Building Inspector I	Principal Librarian
Building Inspector II	Principal Planner
Building Official	Public Services & Engineering Admin Mgr
Communications and Engagement Officer	Public Services Manager
Community Development Technician	Public Services Technician
Department Administrative Assistant	Recreation Coordinator
Department Administrative Coordinator	Recreation Services Supervisor
Deputy City Clerk	Secretary to the City Manager
Executive Assistant to the Police Chief	Senior Accountant
Finance Manager	Senior Human Resources Analyst
Fire Division Chief	Senior Information Technology Analyst
Fire Prevention Aide	Senior Accounting Technician
Golf Superintendent	Senior Engineer
Human Resources Analyst	Senior Librarian
Human Resources and Risk Manager	Senior Management Analyst
Human Resources Technician	Senior Planner
Information Technology Analyst	Utility Manager
Information Technology Manager	
Information Technology Network Admin I	
Information Technology Network Admin II	

**Section 7. TEMPORARY PART-TIME AND SEASONAL CLASSIFICATIONS (Non-Benefited)**

- A. TEMPORARY PART-TIME AND SEASONAL positions do not work regularly scheduled hours. These positions are non-regular, do not accrue benefits, and are exempt from provisions of the Civil Service Rules per Civil Service Rule II: Classification of Positions, Section 4, Page 4.
- B. The following classifications and/or any other classifications listed in Section 3, Section 4, Section 5 and Section 6 may be utilized when hiring TEMPORARY PART-TIME positions:

Administrative Intern	Lifeguard Assistant (Beach)
Beach Lifeguard	Pool Lifeguard I/II/III
Beach Lifeguard Trainee	Recreation Assistant
Emergency Medical Technician	Recreation Leader
Librarian I	Recreation Specialist
Library Assistant I	Seasonal Maintenance Assistant I
Library Monitor	Seasonal Maintenance Assistant II
Library Page	

- C. The salary range steps for the following classifications will keep pace with the established California minimum wage rate. The California minimum wage may change after the publication of the Personnel Authorization and Compensation Plan

and any steps below the minimum wage for all TEMPORARY PART-TIME AND SEASONAL classifications will be adjusted accordingly on the next revision.

Administrative Intern  
Beach Lifeguard Trainee  
Library Page  
Lifeguard Assistant (Beach)  
Recreation Assistant

**Section 8. EXCEEDING AUTHORIZED NUMBER OF POSITIONS FOR A CLASSIFICATION**

Departments shall be allowed to exceed the authorized number of positions in a classification for up to two (2) weeks to enable an employee who is vacating a position to participate in the training of his/her replacement. Longer periods of overlap may be approved by the City Manager

**Section 9. SALARIES**

- A. All employees, except City Manager and Unclassified Executive employees, shall receive salaries as shown in Section 1.
- B. The salaries for all Unclassified Executive Employees are set by the City Manager within the salary bands as shown in Section 2A.
- C. The City Manager's salary is set by the City Council and is shown in Section 2A.

**Section 10. RETIREMENT**

**A. BENEFIT FORMULAS**

- 1. The City shall provide retirement benefits through the California Public Employee Retirement System (CalPERS) to all classified regular full-time and part-time and all unclassified EXECUTIVE employees.
- 2. For all public safety employees (sworn police and fire positions) hired prior to January 1, 2013, and for all public safety employees that meet the definition of a "classic" member as determined by CalPERS, the City will provide the "3% at 50" retirement benefit formula.

In compliance with the Public Employee Pension Reform Act of 2012, for all public safety employees (sworn police and fire positions) hired after January 1, 2013, who do not meet the CalPERS definition of a "classic" member, the City will provide the "2.7% at 57" retirement benefit formula.

- 3. For all miscellaneous, non-safety (non-sworn) employees hired prior to January 1, 2013, and for all miscellaneous, non-safety employees that meet the definition of a "classic" member as determined by CalPERS, the City will provide the "3% at 60" retirement benefit formula.

In compliance with the Public Employee Pension Reform Act of 2012, for all miscellaneous, non-safety (non-sworn) employees hired after January 1, 2013, who do not meet the CalPERS definition of a “classic” member, the City will provide the “2% at 62” retirement benefit formula.

**B. EMPLOYEE MEMBER CONTRIBUTION**

1. All City employees shall be responsible for paying their respective required CalPERS member contribution. For employees who are not classified as “classic” members, the CalPERS member contribution will be determined annually based upon the CalPERS actuarial.
2. Effective July 6, 2019, the CalPERS contribution rate for all classic miscellaneous, non-safety members will be 9.5% (previously 8%), and 10.5% for all classic safety members (previously 9%). The formula for new members, enrolled in CalPERS on or after January 1, 2013, is 2% at 62 with a required employee contribution of 7.50%.

**C. EMPLOYER CONTRIBUTION (ALL CATEGORIES)**

The City will pay the actuarially determined CalPERS employer contribution for all regular positions.

**Section 11. LEAVE**

**A. ADMINISTRATIVE LEAVE**

1. Administrative Leave is in lieu of overtime and compensatory time as authorized by the City Manager.
2. Unclassified EXECUTIVE positions and those classified as FLSA/EXEMPT POLICE CAPTAIN shall receive eighty (80) hours of Administrative Leave.
3. Those positions classified FLSA/EXEMPT, excluding FIRE DIVISION CHIEFS, shall receive sixty (60) hours of Administrative Leave.
4. Administrative Leave is accrued on July 1 and is to be used in the fiscal year in which it is earned in accordance with Civil Service Rule VI, Holidays and Leaves, Section 17. It has no cash value. Unused Administrative Leave shall expire on June 30.
5. Eligible employees hired after July 1 of a fiscal year will receive a pro-rated credit.

**B. ANNUAL LEAVE (in lieu of sick leave and vacation)**

1. All SELF-REPRESENTED employees, shall accrue annual leave on a biweekly basis as follows (which includes both employment with Coronado and lateral

service credit, as applicable):

LEAVE ACCRUAL TIER (YEARS OF SERVICE)	HOURS PER YEAR
0-5	144
>5-10	192
>10-20	216
>20	232

Maximum accumulation is 480 hours.

Employees working a 56-hour work week shall earn annual leave based upon the hours per year shown above but converted by a multiplier of 1.4.

2. Effective July 1, 2018, POLICE LIEUTENANT and POLICE CAPTAIN classifications, similar to sworn law enforcement employees represented by the CORONADO POLICE OFFICERS' ASSOCIATION will receive annual leave accruals based on years of full-time sworn law enforcement experience including service time spent with other agencies.
3. SELF-REPRESENTED NON-EXEMPT and EXEMPT EMPLOYEES may convert the following annual leave to cash each fiscal year based on their leave accrual tier (which includes both employment with Coronado and lateral service credit, as applicable) :

<u>LEAVE ACCRUAL TIER (YEARS OF SERVICE)</u>	<b>MAX CONVERSION (HOURS)</b>	
	<u>SELF REPRESENTED NON-EXEMPT EMPLOYEES</u>	<u>SELF REPRESENTED EXEMPT EMPLOYEES</u>
0 - 5	40	80
>5 - 10	80	80
>10 - 20	120	120
>20	120	120

The City Manager may convert up to one-hundred and twenty (120) hours of annual leave to cash each fiscal year.

4. Unclassified EXECUTIVES shall accrue annual leave on a biweekly basis as follows , and be allowed to convert annual leave to cash each fiscal year based on their leave accrual tier (which includes both employment with Coronado and lateral service credit, as applicable):

LEAVE ACCRUAL TIER (YEARS OF SERVICE)	HOURS PER YEAR	MAX CONVERSION (HOURS)
0-5	184	80
6+	224	120

Maximum accumulation is 480 hours.

5. SELF-REPRESENTED and unclassified EXECUTIVE employees are eligible to receive Lateral Service Credit. Benefitted full and part-time employees hired with prior public sector experience may receive credit for prior service through annual leave accrual rates for their years of service with other public agencies. Public sector experience is defined as employment in a city, county, state, federal government, or special district. This does not include military service time. Prior service applies to benefitted full-time and part-time regular positions. Employees must submit proof of prior service time within 30 days of appointment for time to be recognized. New leave accruals will be effective the pay period following the date of prior service documentation submission.
6. Refer to respective MOUs for specific details on AFSCME, CPOA, and CFA Leave.

**C. SICK LEAVE**

1. Temporary Part-Time and Seasonal Employees employed on or after July 1, 2015 and who work for 30 or more days within a year, and who do not accrue other paid leaves, will accrue paid sick leave in compliance with the Healthy Workplace, Healthy Families Act of 2014. Leave will accrue at a rate of one hour for every 30 hours worked beginning on the first day of employment or July 1, 2015, whichever is later. Subject to limitations, a Temporary Part-Time or Seasonal employee may use sick leave only after the 90<sup>th</sup> day of employment and up to 40 hours in one calendar year. Upon separation of employment or appointment to a probationary/permanent position, any unused sick leave will be cashed out at the current rate of pay.
2. Refer to respective CFA MOU for specific details on Sick Leave.

**D. BEREAVEMENT LEAVE**

1. Unclassified EXECUTIVE and SELF-REPRESENTED employees, shall receive up to five (5) work days of leave without loss of base pay or deductions from other leave balances in order to attend customary obligations arising from the death of a relative who is a member of employee's immediate family.
2. The "immediate family" shall be defined as: spouse, domestic partner, child, parent, sibling, grandparent, grandchild; the aforementioned either natural, legally adopted, step or in-law, or any person over which the employee acts as legal guardian; or similar relationships as determined by the City Manager or designee.

**Section 12. HEALTH/CAFETERIA BENEFIT PLAN**

- A. The annual allotment for calendar year 2024 and 2025 for Health/Cafeteria Benefit Plan for SELF-REPRESENTED employees, employees represented by the CORONADO FIREFIGHTERS' ASSOCIATION, CORONADO POLICE OFFICERS' ASSOCIATION, and the AMERICAN FEDERATION OF STATE,

COUNTY AND MUNICIPAL EMPLOYEES LOCAL 127 shall be as follows:

January 1 – December 31, 2024: \$2,030/month

January 1 – December 31, 2025: \$2,168/month

- B. The annual allotment for Health/Cafeteria Benefit Plan for EXECUTIVE employees shall be as follows:

January 1 – December 31, 2024: \$2,303/month

January 1 – December 31, 2025: \$2,460/month

- C. The annual allotment for Health/Cafeteria Benefit Plan for retired employees participating in CalPERS health plans shall be as follows:

January 1 – December 31, 2024: \$157/month

January 1 – December 31, 2025: \$158/month

- D. The Health/Cafeteria Benefit Plan allotment is pro-rated on a calendar year basis.

### Section 13. TUITION REIMBURSEMENT

- A. SELF-REPRESENTED and unclassified EXECUTIVE employees are eligible to receive \$2,000 per year for both college classes leading to a degree and non-graded classes or short-term seminars that benefit the employee in the performance of city work upon written verification of satisfactory course work completion, per Administrative Procedure 131. Additionally, SELF-REPRESENTED and unclassified EXECUTIVE employees are able to utilize this benefit for student loan. Reimbursement may be requested, up to the annual maximum as specified in the approved salary resolution, for any eligible unreimbursed expenses incurred on or after July 1<sup>st</sup> of current fiscal year.
- B. Refer to respective MOUs for specific details on AFSCME, CPOA, and CFA Tuition Reimbursement.

### Section 14. HOLIDAYS

- A. Unclassified EXECUTIVE and SELF-REPRESENTED employees, excluding FIRE DIVISION CHIEFS, receive eleven (11) paid holidays per year.
- B. Unclassified EXECUTIVE and SELF-REPRESENTED employees, excluding FIRE DIVISION CHIEFS, are given twenty-seven (27) hours credit on July 1 of each year for Lincoln's Birthday, Caesar Chavez' Birthday and Juneteenth to be used as FLOATING HOLIDAYS. In order to accrue this time, an employee must be employed by the City within the pay period including July 1 of the fiscal year.
- C. FIRE DIVISION CHIEFS are given thirty-three and three-quarter (33.75) hours credit on July 1 of each year in recognition of Lincoln's Birthday, Caesar Chavez' Birthday and Juneteenth to be used as a FLOATING HOLIDAY. In order to accrue this time, an employee must be employed by the City within the pay period

including July 1 of the fiscal year.

- D. FIRE DIVISION CHIEFS who are assigned to and work on a twenty-four (24) hour shift basis shall be paid a holiday premium of ½ their regular rate of pay for all hours worked on a holiday.
- E. Unclassified EXECUTIVE and SELF-REPRESENTED employees, excluding FIRE DIVISION CHIEFS, whose normal day off falls on a holiday will receive a FLOATING HOLIDAY, the quantity being determined by an employee's typical workweek: Employees working a 40-hour (or more) workweek will receive 8 hours, those working a 30-hour workweek will receive 6 hours, and those working a 20-hour workweek will receive 4 hours. The FLOATING HOLIDAY hours will be added to their leave bank in lieu of time off. If a non-exempt employee is required to work on a holiday, time worked will be paid at the rate of one and one-half times the forty (40) hour work week rate.
- F. All FLOATING HOLIDAY leave time must be used in the fiscal year in which it is accrued. Employees who terminate on or before June 30 will be paid straight-time for every hour of unused floating holiday leave time.
- G. Refer to respective MOUs for specific details on AFSCME, CPOA, and CFA Holidays.

**Section 15. OVERTIME**

- A. All earned overtime shall be payable in overtime wages or Compensatory Time Off (CTO), except as limited by FLSA and on CTO accrual and usage limits described below.
- B. The City has established a twenty-eight (28) day, 212 hour work period for FIRE DIVISION CHIEFS. Any hours worked in excess of this schedule shall be paid at straight-time. DIVISION CHIEFS will be compensated portal to portal when assigned to strike team or pre-positioned emergency response, consistent with other fire personnel and where the City is reimbursed for its participation.
- C. Any non-exempt SELF-REPRESENTED employees shall receive one and one-half times the regular rate of pay for overtime worked in excess of 40 hours in a week. During any work cycle in which an employee has paid annual leave, comp time off, scheduled holiday, or floating holiday, said leave hours will be counted as work hours for the purpose of calculating entitlement to overtime during any work cycle.
- D. Refer to respective MOUs for specific details on AFSCME, CPOA, and CFA Overtime and CTO as applicable.

**Section 16. USE AND ACCRUAL OF COMPENSATORY TIME**

- A. SELF-REPRESENTED employees may not accumulate in excess of two hundred and forty (240) hours of compensatory time.
- B. Prior to an appointment to a position in an EXEMPT classification, a non-exempt employee shall be paid for any accrued compensatory time earned.

**Section 17. CERTIFICATION PAY**

- A. Employees in the Permanent/Probationary Beach Lifeguard classification who possess an Medical Response/First Aid/CPR Instructor Certification are eligible to receive 1.5% of their base salary in certification pay.
- B. Employees in the Beach Lifeguard Sergeant or Permanent/Probationary Beach Lifeguard classifications who possess a Rescue Boat Operator certification and have successfully completed the Field Training Guide for Rescue Boat Operations are eligible to receive 2.5% of their base salary in certification pay.

**Section 18. BILINGUAL PAY**

- A. Bilingual pay will be provided to employees in administrative classifications that are required to use bilingual skills to meet the needs of the public. Bilingual skills must be used in the course of work and approved by the appointing authority. In order to receive bilingual pay, employees must successfully pass a bilingual fluency examination. Once designated, eligible employees shall receive fifty cents (\$0.50) per hour worked.
- B. Refer to respective MOUs for specific details on CPOA, and CFA Bilingual Pay.

**Section 19. SPECIAL PROJECT PREMIUM PAY**

- A. Information Technology Analysts will receive an additional \$25 per day of special project pay during the time that they are assigned to be on call and are available for work.
- B. Aquatics Coordinators, Aquatics Supervisors, Recreation Department Administrative Coordinator, Recreation Services Supervisors, Recreation Coordinators, and Senior Management Analysts, will receive an additional \$25 per day of special project pay during the time that they are assigned to be on call and are available for work.

**Section 20. OUT-OF-CLASS ASSIGNMENTS**

- A. SELF-REPRESENTED employees shall be compensated for out-of-class assignments when temporarily assigned to the same higher-level class for more than 80 consecutive working hours. Higher level class is defined as a class with a higher salary range. Employees who meet this criterion shall be compensated by an additional five (5) percent of base salary for each consecutive hour worked in the out-of-class assignment from the 81<sup>st</sup> hour to the end of the out-of-class assignment.
- B. Refer to respective MOUs for specific details on AFSCME, CPOA, and CFA Out-of-Class Assignments.

**Section 21. UNIFORM, CLOTHING AND SAFETY EQUIPMENT**

- A. The POLICE CHIEF, POLICE CAPTAIN, and POLICE LIEUTENANT classifications will receive a uniform allowance of \$1,250 per year.
- B. The FIRE CHIEF and FIRE DIVISION CHIEF classifications will receive a uniform allowance of \$1,225 per year.
- C. Employees represented by the AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES LOCAL 127 will be required to wear and maintain in presentable fashion City provided work clothes. The City will report to CalPERS the monetary value for providing and maintaining the employees' required uniforms. The city will report the uniform allowance on an annual basis to CalPERS in June of each year. The uniform allowance amount reported to CalPERS will derive from the City's total fiscal year expended amount for providing and maintaining the employees' uniforms, not to exceed \$300 per year, per employee.
- D. Refer to respective MOUs for specific details on AFSCME, CPOA, and CFA uniform, clothing, and safety equipment.

**Section 22. CITY PAID LIFE INSURANCE**

- A. All SELF-REPRESENTED and CORONADO FIREFIGHTERS' ASSOCIATION employees shall receive City paid group term life and Accidental Death and Dismemberment (AD&D) insurance in an amount equal to one times annual salary or \$50,000, whichever is greater.
- B. All AMERICAN FEDERATION OF STATE, COUNTY, AND MUNICIPAL EMPLOYEES LOCAL 127 and CORONADO POLICE OFFICERS' ASSOCIATION employees shall receive City paid group term life and AD&D insurance equal to \$25,000.
- C. All unclassified EXECUTIVE employees shall receive City paid group term life and AD&D insurance in an amount equal to one times annual salary plus \$25,000.
- D. The City Manager shall receive City paid group term life and AD&D insurance equal to \$400,000.

**Section 23. CITY PAID SHORT-TERM DISABILITY INSURANCE**

Unclassified EXECUTIVE, SELF REPRESENTED employees, employees represented by the AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES LOCAL 127 and all NON-SWORN employees in the CORONADO POLICE OFFICERS' ASSOCIATION shall receive City paid group short-term disability insurance for a maximum period of twelve (12) weeks.

**Section 24. CITY PAID LONG-TERM DISABILITY INSURANCE**

Unclassified EXECUTIVE, SELF-REPRESENTED employees, employees represented by the AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES LOCAL 127 and all NON-SWORN employees in the CORONADO POLICE OFFICERS' ASSOCIATION shall receive City paid long-term disability insurance at 66 2/3% of the first \$5,000 of monthly earnings to normal retirement age as defined by the policy.

**Section 25. EDUCATIONAL INCENTIVES**

Employees in the classifications of POLICE LIEUTENANT and POLICE CAPTAIN holding an Advanced P.O.S.T Certificate shall receive an educational incentive pay of 10% of base pay per pay period.

**Section 26. LONGEVITY PAY**

SELF-REPRESENTED and unclassified EXECUTIVE employees are eligible to receive longevity pay in recognition for their years of uninterrupted service to the City. Longevity pay will be issued as a one-time lump payment paid on the closest pay period following the employee's anniversary date. Longevity pay is not cumulative.

- Employees who have ten (10) years of uninterrupted service with the City will receive \$1,000.
- Employees who have fifteen (15) years of uninterrupted service with the City will receive \$1,500.
- Employees who have twenty (20) years of uninterrupted service with the City will receive \$2,000.
- Employees who have twenty-five (25) years of uninterrupted service with the City will receive \$2,500.
- Employees will receive \$2,500 for every additional five (5) years of uninterrupted employment with the City thereafter.

**Section 27. ROUNDING OF SALARIES**

All salaries shown in Sections 1 and 2 have been rounded to the nearest two (2) decimal places. Payroll calculations are made to four (4) decimal places.

**Section 28. "Z" RATED SALARIES**

A. The "Z" rate for any classification is hereby defined as any rate of pay for a specific salary step in excess of the corresponding step of the regular range for the class. An employee shall be paid the "Z" rate solely under one of the following two conditions:

1. Upon the reduction of the salary range for a class, an employee having other than provisional status who, immediately prior to the reduction of the salary

range, was paid at a higher rate for such class, than the new maximum rate shall, in the absence of any contrary orders by the City Council for economic reasons, continue to be paid at the former rate.

2. Any employee whose position is reallocated from a class in which the employee has acquired permanent status to a class with a lower range shall, in the absence of any contrary orders by the City Council for economic reasons, continue to be paid at the former rate.

- B. In the event an across-the-board salary increase is granted to a class held by an employee being paid at the “Z” rate, the employee shall receive the across-the-board increase. Once a position held by a “Z” rated employee is vacated, the position shall be paid at the regular rate.

**Section 29. VEHICLE ALLOWANCE**

EXECUTIVE positions identified by the City Manager shall receive an auto allowance of up to \$350.00 per month.

**Section 30. CONFLICT WITH CIVIL SERVICES RULES AND MEMORANDA OF UNDERSTANDING**

In case of conflict, this Compensation Plan supersedes Civil Service Rules. Memoranda of Understandings contain additional detail and supersede this Compensation Plan if there is conflict.