

# CITY OF CORONADO



Personnel Authorization and Compensation Plan

Fiscal Year 2023-2024

Adopted August 15, 2023

**PERSONNEL AUTHORIZATION AND COMPENSATION PLAN  
FISCAL YEAR 2023-2024**

Table of Contents

<u>Section</u>	<u>Description</u>	<u>Page</u>
1	Classified Regular Positions.....	1
2	Unclassified Positions.....	4
3	Authorized Regular Full-Time & Part-Time Positions, Categorized by Function and Department.....	5
4	Executive and Exempt Classifications .....	9
5	Classifications Represented by Employee Associations.....	9
6	Self-Represented Classifications.....	10
7	Temporary Part-Time and Seasonal Classifications (Non-Benefited).....	11
8	Exceeding Authorized Number of Positions for a Classification.....	12
9	Salaries.....	12
10	Retirement.....	12
11	Leave.....	13
12	Health/Cafeteria Benefit Plan.....	15
13	Tuition Reimbursement.....	16
14	Holidays.....	16
15	Overtime.....	17
16	Use and Accrual of Compensatory Time.....	17
17	Lead Lifeguard Assignment.....	18
18	Bilingual Pay.....	18
19	Special Project Premium Pay.....	18
20	Out-Of-Class Assignments.....	18
21	Uniform, Clothing and Safety Equipment.....	18
22	City Paid Life Insurance.....	19
23	City Paid Short Term Disability Insurance.....	19
24	City Paid Long Term Disability Insurance.....	19
25	Educational Incentives.....	20
26	Longevity Pay.....	20
27	Rounding of Salaries.....	20
28	"Z" Rated Salaries.....	20
29	Vehicle Allowance.....	21
30	Conflict with Civil Services Rules and Memoranda of Understanding.....	21

PERSONNEL AUTHORIZATION AND COMPENSATION PLAN FISCAL YEAR 2023-24

**Section 1. Classified Regular Positions**

A. REGULAR FULL-TIME POSITIONS (Biweekly Salary)

A1. AFSCME

Effective July 1, 2023

No.	Job Class	Range	Description	A	B	C	D	E	F	G	
1	A490	01	Electrician	2,541.34	2,668.41	2,801.83	2,941.92	3,089.01	3,243.46	3,405.64	
0	A500	02	Engineering Technician II	2,612.43	2,743.05	2,880.20	3,024.21	3,175.42	3,334.20	3,500.91	
0	A575	03	Heavy Equipment Operator	2,251.68	2,364.26	2,482.48	2,606.60	2,736.93	2,873.78	3,017.47	
5	A600	04	Lead Maintenance Worker	2,251.68	2,364.26	2,482.48	2,606.60	2,736.93	2,873.78	3,017.47	
1	A610	05	Lead Pump Mechanic	2,541.34	2,668.41	2,801.83	2,941.92	3,089.01	3,243.46	3,405.64	
0	A700	06	Maintenance Worker I	1,678.10	1,762.00	1,850.10	1,942.61	2,039.74	2,141.72	2,248.81	
18	A705	07	Maintenance Worker II	1,859.01	1,951.97	2,049.56	2,152.04	2,259.64	2,372.63	2,491.26	
6	A710	08	Maintenance Worker III	2,042.85	2,144.99	2,252.24	2,364.86	2,483.10	2,607.25	2,737.62	
1	A730	09	Master Mechanic	2,874.43	3,018.16	3,169.06	3,327.52	3,493.89	3,668.59	3,852.02	
1	A735	10	Mechanic I	2,156.78	2,264.62	2,377.85	2,496.75	2,621.58	2,752.66	2,890.30	
3	A740	11	Mechanic II	2,395.13	2,514.88	2,640.63	2,772.66	2,911.29	3,056.86	3,209.70	
1	A750	12	Motor Sweeper Operator	2,119.27	2,225.23	2,336.50	2,453.32	2,575.99	2,704.79	2,840.02	
1	A969	13	Special Equipment Mechanic I	1,939.97	2,036.96	2,138.81	2,245.75	2,358.04	2,475.94	2,599.74	
1	A970	14	Special Equipment Mechanic II	2,155.83	2,263.62	2,376.80	2,495.64	2,620.42	2,751.44	2,889.02	
1	A990	16	Tree Trimmer	2,042.85	2,144.99	2,252.24	2,364.86	2,483.10	2,607.25	2,737.62	
0	A975	17	Utility Systems Operator I	1,694.88	1,779.62	1,868.60	1,962.03	2,060.13	2,163.14	2,271.30	
4	A980	18	Utility Systems Operator II	1,877.60	1,971.48	2,070.06	2,173.56	2,282.24	2,396.35	2,516.17	
2	A985	19	Utility Systems Operator III	2,063.28	2,166.44	2,274.77	2,388.50	2,507.93	2,633.33	2,764.99	
				<u>46.00</u>							

A2. FIREFIGHTERS' ASSOCIATION

Effective July 1, 2023

No.	Job Class	Range	Description	A	B	C	D	E	F	G	
6	F550	01	Fire Captain	3,584.20	3,763.41	3,951.58	4,149.16	4,356.62	4,574.45	4,803.18	
6	F560	02	Fire Engineer	3,054.98	3,207.73	3,368.12	3,536.52	3,713.35	3,899.02	4,093.97	
15	F572	11	Firefighter/Paramedic	2,988.47	3,137.89	3,294.79	3,459.53	3,632.50	3,814.13	4,004.83	
				<u>27.00</u>							

A3. POLICE OFFICERS' ASSOCIATION

Effective July 1, 2023

No.	Job Class	Range	Description	A	B	C	D	E	F	G	
1	P505	01	Evidence and Property Technician	2,509.04	2,634.49	2,766.22	2,904.53	3,049.76	3,202.25	3,362.36	
6	P807	12	Police Corporal	3,535.42	3,712.19	3,897.80	4,092.69	4,297.32	4,512.19	4,737.80	
9	P815	03	Police Dispatcher	2,454.73	2,577.47	2,706.34	2,841.66	2,983.74	3,132.93	3,289.57	
1	P818	10	Police Dispatch Supervisor	2,884.53	3,028.75	3,180.19	3,339.20	3,506.16	3,681.47	3,865.54	
28	P825	04	Police Officer	3,312.71	3,478.34	3,652.26	3,834.87	4,026.62	4,227.95	4,439.35	
7	P830	05	Police Sergeant	4,117.27	4,323.13	4,539.29	4,766.25	5,004.57	5,254.80	5,517.53	
0	P835	06	Police Services Officer I	1,873.22	1,966.88	2,065.23	2,168.49	2,276.91	2,390.76	2,510.30	
6	P840	07	Police Services Officer II	2,115.63	2,221.41	2,332.48	2,449.10	2,571.56	2,700.14	2,835.14	
				<u>58.00</u>							

A4. SELF-REPRESENTED

Effective July 1, 2023

No.	Job Class	Range	Description	A	B	C	D	E	F	G
2	S100	01	Accountant	3,086.87	3,241.21	3,403.27	3,573.43	3,752.11	3,939.71	4,136.70
5	S105	02	Accounting Technician I	1,976.52	2,075.34	2,179.11	2,288.07	2,402.47	2,522.59	2,648.72
1	S106	16	Accounting Technician II (Payroll)	2,165.71	2,274.00	2,387.70	2,507.08	2,632.44	2,764.06	2,902.26
0	S135	04	Administrative Secretary	2,105.99	2,211.29	2,321.85	2,437.95	2,559.84	2,687.84	2,822.23
3	S160	39	Aquatics Coordinator	1,901.23	1,996.29	2,096.10	2,200.91	2,310.95	2,426.50	2,547.83
1	S170	05	Aquatics Supervisor	2,801.63	2,941.71	3,088.80	3,243.24	3,405.40	3,575.67	3,754.46
1	S205	58	Assistant Director of Public Services & Eng	5,087.25	5,341.62	5,608.70	5,889.13	6,183.59	6,492.77	6,817.41
2	S210	06	Assistant Engineer	2,974.11	3,122.82	3,278.96	3,442.90	3,615.05	3,795.80	3,985.59
1	S220	07	Assistant Planner	2,635.63	2,767.41	2,905.78	3,051.07	3,203.62	3,363.80	3,531.99

PERSONNEL AUTHORIZATION AND COMPENSATION PLAN FISCAL YEAR 2023-24

A4. SELF-REPRESENTED (Continued)

Effective July 1, 2023

No.	Job Class	Range	Description	A	B	C	D	E	F	G	
0	S230	52	Assistant to the City Manager	3,889.31	4,083.78	4,287.97	4,502.36	4,727.48	4,963.86	5,212.05	
1	S350	13	Associate Architect	3,437.09	3,608.94	3,789.39	3,978.86	4,177.80	4,386.69	4,606.03	
2	S240	08	Associate Engineer	3,437.09	3,608.94	3,789.39	3,978.86	4,177.80	4,386.69	4,606.03	
1	S245	03	Associate Human Resources Analyst	2,498.67	2,623.60	2,754.78	2,892.52	3,037.14	3,189.00	3,348.45	
3	S250	09	Associate Planner	2,905.11	3,050.36	3,202.88	3,363.02	3,531.17	3,707.73	3,893.12	
4	S300	47	Beach Lifeguard	1,645.36	1,727.63	1,814.01	1,904.71	1,999.94	2,099.94	2,204.94	
1	S305	43	Beach Lifeguard Captain	3,835.78	4,027.57	4,228.94	4,440.39	4,662.41	4,895.53	5,140.31	
3	S315	11	Beach Lifeguard Sergeant	2,411.63	2,532.21	2,658.82	2,791.76	2,931.35	3,077.92	3,231.81	
0	S325	54	Building Inspector I	2,467.66	2,591.05	2,720.60	2,856.63	2,999.46	3,149.43	3,306.90	
2	S330	12	Building Inspector II	2,720.60	2,856.63	2,999.46	3,149.43	3,306.90	3,472.25	3,645.86	
1	S335	48	Building Official	4,830.91	5,072.45	5,326.07	5,592.38	5,872.00	6,165.60	6,473.88	
1	S358	57	Communications and Engagement Officer	3,527.72	3,704.10	3,889.31	4,083.78	4,287.96	4,502.36	4,727.48	
2	S360	49	Community Development Technician	2,040.42	2,142.44	2,249.57	2,362.04	2,480.15	2,604.15	2,734.36	
2	S365	27	Department Administrative Assistant	1,764.21	1,852.43	1,945.05	2,042.30	2,144.41	2,251.63	2,364.22	
3	S366	04	Department Administrative Coordinator	2,105.99	2,211.29	2,321.85	2,437.95	2,559.84	2,687.84	2,822.23	
1	S370	56	Deputy City Clerk	2,498.67	2,623.60	2,754.78	2,892.52	3,037.14	3,189.00	3,348.45	
1	S515	04	Executive Assistant to the Police Chief	2,105.99	2,211.29	2,321.85	2,437.95	2,559.84	2,687.84	2,822.23	
1	S530	15	Finance Manager	4,830.90	5,072.45	5,326.07	5,592.37	5,871.99	6,165.59	6,473.87	
4	S555	24	Fire Division Chief	5,087.25	5,341.62	5,608.70	5,889.13	6,183.59	6,492.77	6,817.41	
0	S568	59	Fire Prevention Aide	1,764.21	1,852.43	1,945.05	2,042.30	2,144.41	2,251.63	2,364.22	
1	S570	17	Golf Superintendent	3,602.60	3,782.73	3,971.86	4,170.46	4,378.98	4,597.93	4,827.82	
1	S578	24	Human Resources Analyst	2,939.87	3,086.87	3,241.21	3,403.27	3,573.43	3,752.11	3,939.71	
1	S580	18	Human Resources and Risk Manager	4,830.90	5,072.45	5,326.07	5,592.37	5,871.99	6,165.59	6,473.87	
0	S585	19	Human Resources Technician	2,165.71	2,274.00	2,387.70	2,507.08	2,632.44	2,764.06	2,902.26	
1	S590	20	Information Technology Manager	4,830.90	5,072.45	5,326.07	5,592.37	5,871.99	6,165.59	6,473.87	
0	S593	51	Information Technology Network Admin I	2,916.10	3,061.90	3,215.00	3,375.75	3,544.54	3,721.76	3,907.85	
4	S591	45	Information Technology Network Admin II	3,215.00	3,375.75	3,544.54	3,721.76	3,907.85	4,103.25	4,308.41	
1	S592	28	Information Technology Technician	2,165.71	2,274.00	2,387.70	2,507.08	2,632.44	2,764.06	2,902.26	
5	S635	21	Librarian II	2,560.52	2,688.54	2,822.97	2,964.12	3,112.33	3,267.94	3,431.34	
1	S645	22	Library Assistant II	1,907.33	2,002.70	2,102.83	2,207.98	2,318.37	2,434.29	2,556.01	
0	S650	46	Library Assistant III	2,193.43	2,303.10	2,418.26	2,539.17	2,666.13	2,799.44	2,939.41	
1	S680	40	Library Services Analyst	2,804.22	2,944.43	3,091.65	3,246.23	3,408.54	3,578.97	3,757.92	
0	S690	23	Library Technician	2,464.43	2,587.65	2,717.03	2,852.88	2,995.53	3,145.31	3,302.57	
5	S720	24	Management Analyst	2,939.87	3,086.87	3,241.21	3,403.27	3,573.43	3,752.11	3,939.71	
2	S120	03	Management Assistant	2,498.67	2,623.60	2,754.78	2,892.52	3,037.14	3,189.00	3,348.45	
0	S770	25	Office Assistant I	1,440.00	1,511.99	1,587.59	1,666.97	1,750.32	1,837.84	1,929.73	
0	S775	26	Office Assistant II	1,600.07	1,680.07	1,764.08	1,852.28	1,944.90	2,042.14	2,144.25	
0	S780	27	Office Specialist	1,764.21	1,852.43	1,945.05	2,042.30	2,144.41	2,251.63	2,364.22	
0	S790	16	Payroll Specialist	2,165.71	2,274.00	2,387.70	2,507.08	2,632.44	2,764.06	2,902.26	
2	S801	44	Police Captain	5,424.48	5,695.71	5,980.49	6,279.52	6,593.49	6,923.17	7,269.33	
1	S805	29	Police Com. Relations Coord.	2,939.87	3,086.87	3,241.21	3,403.27	3,573.43	3,752.11	3,939.71	
2	S802	30	Police Lieutenant	4,763.56	5,001.74	5,251.83	5,514.42	5,790.14	6,079.65	6,383.63	
0	S824	50	Police Officer Recruit	2,515.96	2,641.76	2,773.84	2,912.54	3,058.16	3,211.07	3,371.63	
3	S828	27	Police Records Specialist	1,764.21	1,852.43	1,945.05	2,042.30	2,144.41	2,251.63	2,364.22	
1	S845	31	Police Support Services Manager	3,610.66	3,791.19	3,980.75	4,179.79	4,388.78	4,608.22	4,838.63	
1	S355	14	Principal Architect	4,569.03	4,797.49	5,037.36	5,289.23	5,553.69	5,831.37	6,122.94	
1	S865	32	Principal Engineer	4,569.03	4,797.49	5,037.36	5,289.23	5,553.69	5,831.37	6,122.94	
1	S870	33	Principal Librarian	3,224.75	3,385.99	3,555.29	3,733.05	3,919.71	4,115.69	4,321.48	
1	S872	60	Principal Planner	4,087.50	4,291.88	4,506.47	4,731.80	4,968.39	5,216.81	5,477.65	
1	S874	55	Public Services Administration Supvrs/Mngr	3,782.82	3,971.96	4,170.56	4,379.09	4,598.05	4,827.95	5,069.34	
3	S875	34	Public Services Supervisor	3,782.73	3,971.86	4,170.46	4,378.98	4,597.93	4,827.82	5,069.22	
0	S880	35	Public Services Technician	2,098.61	2,203.54	2,313.72	2,429.40	2,550.87	2,678.41	2,812.34	
4	S905	38	Recreation Coordinator	1,901.23	1,996.29	2,096.10	2,200.91	2,310.95	2,426.50	2,547.83	
3	S915	36	Recreation Services Supervisor	2,801.63	2,941.71	3,088.80	3,243.24	3,405.40	3,575.67	3,754.46	
1	S940	37	Secretary to the City Manager	2,451.25	2,573.81	2,702.50	2,837.63	2,979.51	3,128.48	3,284.91	
2	S953	41	Senior Human Resources Analyst	3,527.72	3,704.10	3,889.31	4,083.78	4,287.96	4,502.36	4,727.48	
2	S955	40	Senior Librarian	2,804.22	2,944.43	3,091.65	3,246.23	3,408.54	3,578.97	3,757.92	
3	S960	41	Senior Management Analyst	3,527.72	3,704.10	3,889.31	4,083.78	4,287.96	4,502.36	4,727.48	
1	S965	42	Senior Planner	3,527.72	3,704.10	3,889.31	4,083.78	4,287.96	4,502.36	4,727.48	
				<u>105.00</u>							
				<u>236.00</u>							
Total Regular Full-Time Classified Positions											

PERSONNEL AUTHORIZATION AND COMPENSATION PLAN FISCAL YEAR 2023-24

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

Effective July 1, 2023

No.	Job Class	Range	Description	A	B	C	D	E	F	G
0.75	R105	02	Accounting Technician I	24.71	25.94	27.24	28.60	30.03	31.53	33.11
0.00	R135	04	Administrative Secretary	26.32	27.64	29.02	30.47	32.00	33.60	35.28
0.00	R160	39	Aquatics Coordinator	23.77	24.95	26.20	27.51	28.89	30.33	31.85
0.75	R365	27	Department Administrative Assistant	22.05	23.16	24.31	25.53	26.81	28.15	29.55
0.75	R568	59	Fire Prevention Aide	22.05	23.16	24.31	25.53	26.81	28.15	29.55
0.00	R635	21	Librarian II	32.01	33.61	35.29	37.05	38.90	40.85	42.89
1.50	R645	22	Library Assistant II	23.84	25.03	26.29	27.60	28.98	30.43	31.95
0.75	R650	46	Library Assistant III	27.42	28.79	30.23	31.74	33.33	34.99	36.74
0.50	R720	24	Management Analyst	36.75	38.59	40.52	42.54	44.67	46.90	49.25
0.50	R775	26	Office Assistant II	20.00	21.00	22.05	23.15	24.31	25.53	26.80
0.00	R780	27	Office Specialist	22.05	23.16	24.31	25.53	26.81	28.15	29.55
1.50	R905	38	Recreation Coordinator	23.77	24.95	26.20	27.51	28.89	30.33	31.85
<u>7.00</u>										
<u>7.00</u>			Total Regular Part-Time Classified Positions							

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

Effective July 1, 2023

No.	Job Class	Range	Description	A	B	C	D	E	F	G
T130	01		Administrative Intern	16.48	-	-	-	-	-	-
T165	02		Aquatics Instructor	18.63	19.56	20.54	-	-	-	-
T300	03		Beach Lifeguard	20.57	21.60	22.68	23.81	25.00	26.25	27.56
T320	38		Beach Lifeguard Trainee	16.48	-	-	-	-	-	-
T360	35		Community Development Technician	25.51	26.78	28.12	29.53	31.00	32.55	34.18
T505	20		Evidence and Property Technician	31.36	32.93	34.58	36.31	38.12	40.03	42.03
T572	19		Firefighter/Paramedic	26.68	28.02	29.42	30.89	32.43	34.05	35.76
T630	05		Librarian I	26.93	28.27	29.69	31.17	32.73	34.36	36.08
T640	06		Library Assistant I	20.74	21.77	22.86	24.01	25.21	26.47	27.79
T665	07		Library Monitor	17.16	18.01	18.91	19.86	20.85	21.89	22.99
T675	08		Library Page	16.48	-	-	-	-	-	-
T695	09		Lifeguard Assistant (Beach)	16.48	-	-	-	-	-	-
T705	33		Maintenance Worker II	23.24	24.40	25.62	26.90	28.25	29.66	31.14
T720	31		Management Analyst	36.75	38.59	40.52	42.54	44.67	46.90	49.25
T780	22		Office Specialist	22.05	23.16	24.31	25.53	26.81	28.15	29.55
T815	32		Police Dispatcher	30.68	32.22	33.83	35.52	37.30	39.16	41.12
T850	10		Pool Lifeguard	17.53	18.41	19.34	-	-	-	-
T855	30		Pool Lifeguard (Lead)	19.72	20.71	21.75	22.83	-	-	-
T900	11		Recreation Assistant	16.48	-	-	-	-	-	-
T910	12		Recreation Leader	17.53	18.41	19.34	-	-	-	-
T925	13		Recreation Specialist	19.72	20.71	21.74	22.83	-	-	-
T935	14		Seasonal Maintenance Assistant I	17.04	17.88	18.77	19.71	20.70	21.75	22.83
T936	15		Seasonal Maintenance Assistant II	18.75	19.68	20.67	21.71	22.79	23.93	25.13
T960	27		Senior Management Analyst	44.10	46.30	48.62	51.05	53.60	56.28	59.09

D. Z-RATED POSITIONS (Biweekly Salary)

D1. AFSCME

Effective July 1, 2023

Job Class	Range	Description	A	B	C	D	E	F	G
W740	07	Mechanic II	2,403.29	2,523.46	2,649.63	2,782.11	2,921.22	3,067.28	3,220.64

PERSONNEL AUTHORIZATION AND COMPENSATION PLAN FISCAL YEAR 2023-24

**Section 2. Unclassified Positions**

A. EXECUTIVE POSITIONS (Monthly Rate)

Effective July 1, 2023

No.	Job Class	Description	Min	Max	Band
1	E375	City Clerk	9,387.43	12,702.45	1
0	E440	City Engineer	10,980.12	15,082.58	2
0	E450	Director of Golf Course Operations	10,980.12	15,082.58	2
1	E455	Director of Library Services	10,980.12	15,082.58	2
0	E470	Director of Recreation	10,980.12	15,082.58	2
1	E425	Director of Administrative Services	14,358.62	17,133.81	3
1	E475	Director of Comm Devlp, Redevelopment/Housing Srves	14,358.62	17,133.81	3
1	E480	Director of Recreation & Golf	14,358.62	17,133.81	3
1	E200	Assistant City Manager	15,927.20	18,943.72	4
1	E445	Director of Fire Services	15,927.20	18,943.72	4
1	E460	Director of Police Services	15,927.20	18,943.72	4
1	E465	Director of Public Services & Engineering	15,927.20	18,943.72	4
1	E385	City Manager *	-	21,666.67	

*\*Contract amendment approved by the City Council on December 6, 2022. New rate effective December 17, 2022.*

10.00

Total Unclassified Positions

253.00

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	913.50	150.00
Mayor	913.50	225.00

PERSONNEL AUTHORIZATION AND COMPENSATION PLAN FISCAL YEAR 2023-24

**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		
Administrative Secretary		0		
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		2		
Accounting Technician I		1		
Accounting Technician II (payroll)		1		
Associate Human Resources Analyst		1		
Department Administrative Assistant		1		
Finance Manager		1		
Human Resources Analyst		1		
Human Resources and Risk Manager		1		
Human Resources Technician		0		
Information Technology Manager		1		
Information Technology Network Admin. I		0		
Information Technology Network Admin. II		4		
Information Technology Technician		1		
Management Analyst		1		
Management Assistant		0		
Office Specialist		0		
Payroll Specialist		0		
Senior Human Resources Analyst		2		
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			
Administrative Secretary		0		
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

PERSONNEL AUTHORIZATION AND COMPENSATION PLAN FISCAL YEAR 2023-24

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

Function	Authorized Full-Time				Regular Part-Time	
	Department	Unclassified	Classified	Unclassified	Classified	
	Position Title	Section 2	Section 1	Section 2	Section 1	
<b>Public Safety</b>						
<u>Fire &amp; Beach Lifeguard Services</u>						
	Director of Fire Services	1				
	Accounting Technician I		0		0.75	
	Beach Lifeguard Captain		1			
	Beach Lifeguard Sergeant		3			
	Beach Lifeguard		4			
	Fire Captain		6			
	Fire Battalion Chief		0			
	Fire Division Chief		4			
	Fire Engineer		6			
	Fire Prevention Aide		0		0.75	
	Firefighter/Paramedic		15			
	Management Analyst		1			
	Management Assistant		0			
	Office Specialist		0			
	Emergency Management Coordinator		0			
	<b>Total</b>	<b>1</b>	<b>40</b>	<b>0</b>	<b>1.50</b>	
<u>Police Services</u>						
	Director of Police Services	1				
	Accounting Technician I		1			
	Administrative Secretary		0			
	Evidence & Property Technician		1			
	Executive Assistant to the Police Chief		1			
	Management Analyst		1			
	Management Assistant		0			
	Office Specialist		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			
	<b>Total</b>	<b>1</b>	<b>70</b>	<b>0</b>	<b>0.00</b>	



PERSONNEL AUTHORIZATION AND COMPENSATION PLAN FISCAL YEAR 2023-24

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		
Administrative Secretary		0		
Department Administrative Coordinator		1		
Librarian II		5		0.00
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		
Administrative Secretary		0		
Aquatics Coordinator		3		
Aquatics Supervisor		1		
Department Administrative Assistant		0		0.75
Management Assistant		1		
Management Analyst		0		
Office Assistant II		0		0.50
Office Specialist		0		0.00
Recreation Coordinator		4		1.50
Recreation Services Supervisor		3		
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

PERSONNEL AUTHORIZATION AND COMPENSATION PLAN FISCAL YEAR 2023-24

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>Construction &amp; Maintenance</b>				
<u>Public Services and Engineering</u>				
Director of Public Services and Engineering	1			
City Engineer	0			
Administrative Secretary		0		
Assistant Director of Public Services & Eng.		1		
Assistant Engineer		2		
Associate Architect		1		
Associate Engineer		2		
Accounting Technician I		2		
Department Administrative Assistant		1		
Department Administrative Coordinator		1		
Electrician		1		
Lead Maintenance Worker		4		
Lead Pump Mechanic		1		
Management Analyst		2		0.50
Maintenance Worker II		11		
Maintenance Worker III		4		
Master Mechanic		1		
Mechanic I		1		
Mechanic II		3		
Motor Sweeper Operator		1		
Office Specialist		0		
Principal Architect		1		
Principal Engineer		1		
Public Services Administration Supvsr/Mngr		1		
Public Services Supervisor		3		
Public Services Technician		0		
Senior Management Analyst		0		
Special Equipment Mechanic I		1		
Utility Systems Operator II		4		
Utility Systems Operator III		2		
Tree Trimmer		1		
Total	1	53	0	0.50
<b>Total Full &amp; Permanent Part Time Positions</b>	<b>10</b>	<b>236</b>	<b>0</b>	<b>7.00</b>
<b>Grand Total - Full-time Equivalent Authorized Positions</b>		<b>253.00</b>		

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

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 Network Admin I
Accounting Technician I	Information Technology Network Admin II
Accounting Technician II (Payroll)	Information Technology Technician
Administrative Secretary	Librarian II
Aquatics Coordinator	Library Assistant II
Aquatics Supervisor	Library Assistant III
Assistant Director of Public Services & Eng	Library Services Analyst
Assistant Engineer	Library Technician
Assistant Planner	Management Analyst
Assistant to the City Manager	Management Assistant
Associate Architect	Office Assistant I
Associate Engineer	Office Assistant II
Associate Human Resources Analyst	Office Specialist
Associate Planner	Payroll Specialist
Beach Lifeguard	Police Captain

Beach Lifeguard Captain	Police Com. Relations Coord.
Beach Lifeguard Sergeant	Police Lieutenant
Building Inspector I	Police Officer Recruit
Building Inspector II	Police Records Specialist
Building Official	Police Support Services Manager
Communications and Engagement Officer	Principal Architect
Community Development Technician	Principal Engineer
Department Administrative Assistant	Principal Librarian
Department Administrative Coordinator	Principal Planner
Deputy City Clerk	Public Services Administration Supvsr/Mngr
Executive Assistant to the Police Chief	Public Services Supervisor
Finance Manager	Public Services Technician
Fire Division Chief	Recreation Coordinator
Fire Prevention Aide	Recreation Services Supervisor
Golf Superintendent	Secretary to the City Manager
Human Resources Analyst	Senior Human Resources Analyst
Human Resources Manager	Senior Librarian
Human Resources Technician	Senior Management Analyst
Information Technology Manager	Senior Planner

**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)
Aquatics Instructor	Pool Lifeguard
Beach Lifeguard	Pool Lifeguard (Lead)
Beach Lifeguard Trainee	Recreation Assistant
Librarian I	Recreation Leader
Library Assistant I	Recreation Specialist
Library Monitor	Seasonal Maintenance Assistant I
Library Page	Seasonal Maintenance Assistant II

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.

Beach Lifeguard Trainee  
Library Page  
Lifeguard Assistant (Beach)  
Pool Lifeguard  
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 Council.

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):

<u>LEAVE ACCRUAL TIER (YEARS OF SERVICE)</u>	<u>HOURS PER YEAR</u>
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.

- 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.
- 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) :

<b>LEAVE ACCRUAL TIER (YEARS OF SERVICE)</b>	<b>MAX CONVERSION (HOURS)</b>	
	<b>SELF REPRESENTED NON-EXEMPT EMPLOYEES</b>	<b>SELF REPRESENTED EXEMPT EMPLOYEES</b>
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.

- Unclassified EXECUTIVES shall accrue annual leave on a biweekly basis as follows:

<u>YEARS</u>	<u>HOURS PER YEAR</u>
0 – 5	184
6+	224

Maximum accumulation is 480 hours.

- 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 24 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 2022 and 2023 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, 2022: \$1,682/month  
January 1 – December 31, 2023: \$1,825/month

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

January 1 – December 31, 2022: \$1,908/month  
January 1 – December 31, 2023: \$2,070/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, 2022: \$149/month  
January 1 – December 31, 2023: \$151/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 eleven and one-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, equivalent to an employee’s regular work hours, 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. LEAD LIFEGUARD ASSIGNMENT

Employees in the Pool Lifeguard classification who have been designated as the on-duty Lead Pool Lifeguard shall be assigned to the Aquatics Instructor/Lead Pool Lifeguard classification for the hours worked in this assignment.

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 Network Administrators will receive an additional \$25 per day 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 DIRECTOR OF POLICE SERVICES, POLICE CAPTAIN, and POLICE LIEUTENANT classifications shall receive a uniform allowance at the same time and equal to the amount provided to other sworn police officers.
- B. The DIRECTOR OF FIRE SERVICES and FIRE DIVISION CHIEF classifications shall receive a uniform allowance at the same time and equal to the amount provided to other sworn fire personnel.
- 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 the equal amount paid to other sworn police officers for the equivalent level of certification.

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 six (6) 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.