

**RESOLUTION NO. 2026-XX**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA,  
CALIFORNIA ADJUSTING THE RATES OF PAY AND BENEFITS FOR PART-TIME  
CLASSIFICATIONS.**

THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA HEREBY FINDS, DETERMINES, AND DECLARES AS FOLLOWS:

WHEREAS, on June 18, 2019, the City Council adopted Resolution No. 19-33 revising the pay ranges for part-time job classifications; and

WHEREAS, on December 7, 2021, the City Council adopted Resolution No. 2021-52 revising pay ranges in the Community Services Leader and Lifeguard series; and

WHEREAS, on March 21, 2023, the City Council repealed and replaced Resolution No. 2021-52 with Resolution 2023-16 further revising pay ranges in the Community Services Leader and Lifeguard series; and

WHEREAS, on September 19, 2023, the City Council adopted Resolution No. 2023-48 revising pay ranges for and renaming the existing "Police Aide" as the "Police Cadet" classification; and

WHEREAS, on April 16, 2024, the City Council adopted Resolution No. 2024-12 revising pay ranges for Intern and establishing the new classification of Graduate Intern; and

WHEREAS, on August 8, 2024, the City Council adopted Resolution No. 2024-39 revising pay ranges for Police Reserve Officer; and

WHEREAS, on September 17, 2024, the City Council adopted Resolution No. 2024-41 establishing the new classification of Reserve Senior Public Safety Dispatcher; and

WHEREAS, the City Council desires to repeal and replace Resolutions No. 19-33, 2023-16, 2023-48, 2024-12, 2024-39 and 2024-41, to revise the pay ranges and benefits for the classifications specified herein; and

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

**SECTION 1.** The following pay ranges and hourly rates of pay for the identified job classifications are hereby established and placed under the Part-Time Salary Schedule effective the pay period which includes the date indicated in the table below. The hourly rate of pay may also be in increments between the hourly minimum and maximum pay step.

Class Code	Title	Grade	Eff Date	1	2	3	4	5	6	7
0507	Community Services Leader	461	3/26/23	\$20.00	\$21.00	\$22.05	\$23.15	\$24.31		Hourly
0506	Senior Community Services Leader	497	3/26/23	\$23.00	\$24.15	\$25.36	\$26.63	\$27.96		Hourly
0513	Instructor Lifeguard	455	3/26/23	\$20.00	\$21.00	\$22.05	\$23.15	\$24.31		Hourly
0505	Senior Lifeguard	477	3/26/23	\$23.00	\$24.15	\$25.36	\$26.63	\$27.96		Hourly
0601	Intern	462	4/7/24	\$23.00	\$24.15	\$25.36	\$26.63	\$27.96		Hourly
0603	Graduate Intern	329	4/7/24	\$25.00	\$26.25	\$27.56	\$28.94	\$30.39		Hourly
0702	Police Cadet	420	9/24/23	\$20.00	\$21.00	\$22.05	\$23.15	\$24.31		Hourly
0701	Police Reserve Officer	579	8/11/24	\$42.50						Hourly
0230	Reserve Senior Public Safety Dispatcher	528	7/1/25	\$36.44	\$38.26	\$40.17	\$42.18	\$44.29	\$46.50	\$48.83
			1/1/26	\$37.17	\$39.03	\$40.98	\$43.03	\$45.18	\$47.44	\$49.81
			4/1/26	\$37.92	\$39.82	\$41.81	\$43.90	\$46.09	\$48.39	\$50.81
0540	Video Production Aide	581	7/1/25	\$23.00	\$24.15	\$25.36	\$26.63	\$27.96		Hourly

**SECTION 2.** The benefits set forth in this resolution shall apply to part-time employees working in the classifications identified above as well as part-time employees working in classifications listed in the Basic Salary Schedule.

**SECTION 3.** General leave is defined as leave accrued based on the amount of part-time hours worked. Once eligible, a part-time employee will accrue general leave as set forth below:

<u>Hours Worked/Years of Service</u>	<u>General Leave Hours Accrued per Hour Worked</u>
First 520 hours	0.034 hours
521 hours to 3.99 years of service	0.042 hours
4.00 to 8.99 years of service	0.084 hours
9.00 + years of service	0.168 hours

General leave can be used in lieu of regularly scheduled work hours for sick, vacation, or holiday time. Part-time employees may also "cash-out" a portion of said general leave. Payoff, cash-out and accrual will be subject to the limitations outlined in Administrative Regulation 2.36, the Part-Time Employees General Leave Program.

**SECTION 4.** Part-time employees participate in either the Public Agency Retirement System (PARS) or the California Public Employees Retirement System (CalPERS) based on eligibility. To the extent permitted by CalPERS, PARS and Internal Revenue Service (IRS) regulations, retirement contributions shall be implemented through payroll deductions on a pre-tax basis. Employees enrolled in PARS contribute 3.75% of salary with a matching City contribution. Employees enrolled in CalPERS shall contribute as follows:

(a) CalPERS – Classic Miscellaneous Members

Miscellaneous employees covered by this resolution who do not meet the definition of "new member" under the California Public Employees' Pension Reform Act of 2013 (PEPRA) (those unit members shall be referred to as "classic members") are enrolled in either the CalPERS retirement plan

provided for by Government Code section 21354.4, and commonly referred to as the 2.5% at age 55 retirement plan, or by Government Code section 21353, and commonly referred to as the 2% at age 60 retirement plan.

The total contribution for 2.5% @ 55 unit members will be 10.469% of compensation earnable. The total contribution for 2% @ 60 unit members will be 7% of compensation earnable.

(b) CalPERS – Classic Safety Members

Safety employees covered by this resolution who do not meet the definition of “new member” under the California Public Employees’ Pension Reform Act of 2013 (PEPRA) (those unit members shall be referred to as “classic members”) are enrolled in the CalPERS retirement plan provided for by Government Code section 21362.2, and commonly referred to as the 3% at age 50 retirement plan.

The total contribution for 3% @ 50 unit members will be 14% of compensation earnable.

(c) CalPERS – New Members

Under the California Public Employees’ Pension Reform Act of 2013 (PEPRA), members hired on and after January 1, 2013, deemed to be a “new member” as defined in Government Code section 7522.04, are enrolled in the CalPERS retirement plan provided for by Government Code section 7522.20 and commonly referred to as the 2% at age 62 retirement plan for miscellaneous employees, or by Government Code section 7522.25(d) and commonly referred to as the 2.7% at age 57 retirement plan for safety employees.

The total contribution for 2.7% @ 57 and 2% @ 62 “new members” is fifty percent (50%) of the total normal cost rate of the Defined Benefit Plan in which the “new member” is enrolled, rounded to the nearest quarter of one percent (1%). The amount of the normal cost rate will be as determined by CalPERS.

**SECTION 5.** Parks and Community Services Department employees assigned to positions requiring routine operation of a vehicle requiring a valid California Commercial Driver’s License shall receive an annual \$500 incentive bonus, subject to the following criteria:

(a) Eligibility - The employee must meet all of the following in order to be eligible for the annual bonus incentive:

(i) Employee must be assigned to a position requiring routine operation of a vehicle requiring a valid California Commercial Driver’s License.

(ii) As a condition of employment, employee must obtain and maintain the required California Commercial Driver’s License and passenger endorsement (“P”). Employee must ensure a current copy of the driver’s license is on file with the City.

- (iii) Employee must have successfully passed the California Department of Motor Vehicles (DMV) medical examination. Employee must ensure a current copy of the DMV medical certification is on file with the City.
- (b) Payment of Annual Incentive - Eligible employees will receive this annual incentive bonus on their respective anniversary date. This pay is special compensation for employees enrolled in CalPERS and shall be reported as Special Class Driver's License Pay pursuant to Title 2 California Code of Regulations, Section 571 and 571.1.
- (c) Lapse of License - Any eligible employee assigned to a position requiring routine operation of a vehicle requiring a valid California Commercial Driver's License who allows his/her California Commercial Driver's License to lapse may be subject to discipline up to and including termination. Any annual incentive bonus to be paid on the employee's next anniversary date will be reduced on a prorated basis to reflect the period during which the license lapsed.
- (d) DOT Drug and Alcohol Testing Regulations - Eligible employees assigned to positions requiring routine operation of a vehicle requiring a valid California Commercial Driver's License will be subject to the DOT Drug and Alcohol Testing Regulations and the City's Drug & Alcohol Policy adopted pursuant to the DOT Regulations.
- (e) DMV Physical Fees - The cost of the DMV physical/medical examination will be scheduled and paid by the City, provided such exam is performed by the City's designated provider/physician.

SECTION 6. Employees who possess an Emergency Medical Dispatch Certification (EMD), shall receive 5% of the employee's base salary on a bi-weekly basis. This pay is special compensation for employees enrolled in CalPERS and shall be reported as Educational Incentive pursuant to Title 2 California Code of Regulations, Section 571 and 571.1.

SECTION 7. Employees who meet the Police Department established standards and are routinely and consistently assigned as a Public Safety Dispatch Training Officer shall receive 12.5% of base salary while so assigned. This pay is special compensation for employees enrolled in CalPERS and shall be reported as Training Premium pursuant to Title 2 California Code of Regulations, Section 571 and 571.1.

SECTION 8. The City is subject to local, state and federal minimum wage laws. As the minimum wage rate increases, part-time employees will be paid at either the minimum wage rate, or placed at the salary step closest to but higher than minimum wage, whichever is greater.

SECTION 9. All parts of resolutions in conflict herewith are hereby rescinded.

**PASSED AND ADOPTED this 20<sup>th</sup> day of January, 2026.**

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John Stephens, Mayor

ATTEST:

APPROVED AS TO FORM:

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Brenda Green, City Clerk  
STATE OF CALIFORNIA )  
COUNTY OF ORANGE ) ss  
CITY OF COSTA MESA )

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Kimberly Hall Barlow, City Attorney

I, **BRENDA GREEN**, City Clerk of the City of Costa Mesa, DO HEREBY CERTIFY that the above and foregoing is the original of Resolution No. 2026-XX and was duly passed and adopted by the City Council of the City of Costa Mesa at a regular meeting held on the 20<sup>th</sup> day of January, 2026, by the following roll call vote, to wit:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

IN WITNESS WHEREOF, I have hereby set my hand and affixed the seal of the City of Costa Mesa this 21<sup>st</sup> day of January, 2026.

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Brenda Green, City Clerk

(SEAL)