

RESOLUTION NO. 2026-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, REVISING THE PAY RANGES AND BENEFITS FOR CLASSIFICATIONS IN THE CONFIDENTIAL UNIT.

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

WHEREAS, on January 20, 2026, the City Council adopted Resolution No. 2026-05, revising the pay ranges for job classifications in the Confidential Unit; and

WHEREAS, the City Council desires to repeal and replace Resolution No. 2026-05 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. Employer-Employee Organization Relations Resolution No. 95-63, as authorized under the California Government Code (section 3500, et seq.), defines “Employee, Confidential” as any employee whose normal duties would give the employee access to decisions or the decision-making processes of the City concerning any matters relating to employer-employee relations; and said Resolution sets forth the “Policy and Standards for Determination of Appropriate Units”, including the provision that confidential responsibilities are determining factors in establishing appropriate units. Accordingly, specific positions have been determined by the City Manager (Employee Relations Officer) as having access to or preparing confidential materials and/or information and/or recommendations on behalf of the City in matters relating to employer-employee relations and are included in this Confidential Employees Unit.

SECTION 2. The following pay ranges and monthly rates of pay for the identified classifications are hereby established and placed under the Confidential Unit Salary Schedule effective the pay period that includes July 1, 2026. The monthly rate of pay may also be in increments between the monthly minimum and maximum pay steps.

Class Code	Class Title	Salary Plan	Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	
0171	Accountant (Confidential)	CON	620	\$7,817	\$8,208	\$8,618	\$9,049	\$9,501	\$9,976	\$10,475	Monthly
				\$93,804	\$98,496	\$103,416	\$108,588	\$114,012	\$119,712	\$125,700	Annual
				\$45.10	\$47.35	\$49.72	\$52.21	\$54.81	\$57.55	\$60.43	Hourly
0026	Administrative Assistant (Confidential)	CON	593	\$5,800	\$6,090	\$6,394	\$6,714	\$7,050	\$7,403	\$7,773	Monthly
				\$69,600	\$73,080	\$76,728	\$80,568	\$84,600	\$88,836	\$93,276	Annual
				\$33.46	\$35.13	\$36.89	\$38.73	\$40.67	\$42.71	\$44.84	Hourly
0018	Benefits Coordinator	CON	592	\$5,673	\$5,957	\$6,255	\$6,568	\$6,896	\$7,241	\$7,603	Monthly
				\$68,076	\$71,484	\$75,060	\$78,816	\$82,752	\$86,892	\$91,236	Annual
				\$32.73	\$34.37	\$36.09	\$37.89	\$39.78	\$41.78	\$43.86	Hourly
0063	Budget Analyst	CON	679	\$9,343	\$9,810	\$10,300	\$10,815	\$11,356	\$11,924	\$12,520	Monthly
				\$112,116	\$117,720	\$123,600	\$129,780	\$136,272	\$143,088	\$150,240	Annual
				\$53.90	\$56.60	\$59.42	\$62.39	\$65.52	\$68.79	\$72.23	Hourly
0809	Budget Specialist	CON	891	\$6,935	\$7,282	\$7,646	\$8,028	\$8,429	\$8,850	\$9,292	Monthly
				\$83,220	\$87,384	\$91,752	\$96,336	\$101,148	\$106,200	\$111,504	Annual
				\$40.01	\$42.01	\$44.11	\$46.32	\$48.63	\$51.06	\$53.61	Hourly
0040	Computer Operations/ Networking Supervisor	CON	689	\$9,787	\$10,276	\$10,790	\$11,329	\$11,895	\$12,490	\$13,114	Monthly
				\$117,444	\$123,312	\$129,480	\$135,948	\$142,740	\$149,880	\$157,368	Annual
				\$56.46	\$59.28	\$62.25	\$65.36	\$68.63	\$72.06	\$75.66	Hourly
0021	Deputy City Clerk	CON	656	\$6,630	\$6,962	\$7,310	\$7,675	\$8,059	\$8,462	\$8,885	Monthly
				\$79,560	\$83,544	\$87,720	\$92,100	\$96,708	\$101,544	\$106,620	Annual
				\$38.25	\$40.17	\$42.17	\$44.28	\$46.49	\$48.82	\$51.26	Hourly
0016	Executive Assistant to the City Manager	CON	648	\$7,786	\$8,175	\$8,584	\$9,013	\$9,464	\$9,937	\$10,434	Monthly
				\$93,432	\$98,100	\$103,008	\$108,156	\$113,568	\$119,244	\$125,208	Annual
				\$44.92	\$47.16	\$49.52	\$52.00	\$54.60	\$57.33	\$60.20	Hourly
0019	Executive Assistant (Confidential)	CON	609	\$6,384	\$6,703	\$7,038	\$7,390	\$7,759	\$8,147	\$8,554	Monthly
				\$76,608	\$80,436	\$84,456	\$88,680	\$93,108	\$97,764	\$102,648	Annual
				\$36.83	\$38.67	\$40.60	\$42.63	\$44.76	\$47.00	\$49.35	Hourly
0173	Finance Officer (Confidential)	CON	559	\$10,429	\$10,950	\$11,498	\$12,073	\$12,677	\$13,311	\$13,977	Monthly
				\$125,148	\$131,400	\$137,976	\$144,876	\$152,124	\$159,732	\$167,724	Annual
				\$60.17	\$63.17	\$66.33	\$69.65	\$73.14	\$76.79	\$80.64	Hourly

Class Code	Class Title	Salary Plan	Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	
0007	Human Resources Office Specialist II	CON	560	\$4,661	\$4,894	\$5,139	\$5,396	\$5,666	\$5,949	\$6,246	Monthly
				\$55,932	\$58,728	\$61,668	\$64,752	\$67,992	\$71,388	\$74,952	Annual
				\$26.89	\$28.23	\$29.65	\$31.13	\$32.69	\$34.32	\$36.03	Hourly
0087	Human Resources Administrator	CON	697	\$10,742	\$11,279	\$11,843	\$12,435	\$13,057	\$13,710	\$14,395	Monthly
				\$128,904	\$135,348	\$142,116	\$149,220	\$156,684	\$164,520	\$172,740	Annual
				\$61.97	\$65.07	\$68.33	\$71.74	\$75.33	\$79.10	\$83.05	Hourly
0079	Human Resources Analyst	CON	659	\$8,316	\$8,732	\$9,169	\$9,627	\$10,108	\$10,613	\$11,144	Monthly
				\$99,792	\$104,784	\$110,028	\$115,524	\$121,296	\$127,356	\$133,728	Annual
				\$47.98	\$50.38	\$52.90	\$55.54	\$58.32	\$61.23	\$64.29	Hourly
0017	Human Resources Assistant	CON	590	\$5,800	\$6,090	\$6,394	\$6,714	\$7,050	\$7,403	\$7,773	Monthly
				\$69,600	\$73,080	\$76,728	\$80,568	\$84,600	\$88,836	\$93,276	Annual
				\$33.46	\$35.13	\$36.89	\$38.73	\$40.67	\$42.71	\$44.84	Hourly
0072	Human Resources Technician	CON	627	\$7,294	\$7,659	\$8,042	\$8,444	\$8,866	\$9,309	\$9,774	Monthly
				\$87,528	\$91,908	\$96,504	\$101,328	\$106,392	\$111,708	\$117,288	Annual
				\$42.08	\$44.19	\$46.40	\$48.72	\$51.15	\$53.71	\$56.39	Hourly
0245	Management Aide (Confidential)	CON	892	\$7,090	\$7,445	\$7,817	\$8,208	\$8,618	\$9,049	\$9,501	Monthly
				\$85,080	\$89,340	\$93,804	\$98,496	\$103,416	\$108,588	\$114,012	Annual
				\$40.90	\$42.95	\$45.10	\$47.35	\$49.72	\$52.21	\$54.81	Hourly
0084	Management Analyst (Confidential)	CON	872	\$8,153	\$8,561	\$8,989	\$9,438	\$9,910	\$10,406	\$10,926	Monthly
				\$97,836	\$102,732	\$107,868	\$113,256	\$118,920	\$124,872	\$131,112	Annual
				\$47.04	\$49.39	\$51.86	\$54.45	\$57.17	\$60.03	\$63.03	Hourly
0008	Office Specialist II (Confidential)	CON	561	\$4,661	\$4,894	\$5,139	\$5,396	\$5,666	\$5,949	\$6,246	Monthly
				\$55,932	\$58,728	\$61,668	\$64,752	\$67,992	\$71,388	\$74,952	Annual
				\$26.89	\$28.23	\$29.65	\$31.13	\$32.69	\$34.32	\$36.03	Hourly
0055	Payroll Coordinator	CON	621	\$6,932	\$7,279	\$7,643	\$8,025	\$8,426	\$8,847	\$9,289	Monthly
				\$83,184	\$87,348	\$91,716	\$96,300	\$101,112	\$106,164	\$111,468	Annual
				\$39.99	\$41.99	\$44.09	\$46.30	\$48.61	\$51.04	\$53.59	Hourly
0078	Principal Human Resources Analyst	CON	669	\$9,343	\$9,810	\$10,300	\$10,815	\$11,356	\$11,924	\$12,520	Monthly
				\$112,116	\$117,720	\$123,600	\$129,780	\$136,272	\$143,088	\$150,240	Annual
				\$53.90	\$56.60	\$59.42	\$62.39	\$65.52	\$68.79	\$72.23	Hourly

Class Code	Class Title	Salary Plan	Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	
0170	Senior Accountant (Confidential)	CON	622	\$8,597	\$9,027	\$9,478	\$9,952	\$10,450	\$10,973	\$11,522	Monthly
				\$103,164	\$108,324	\$113,736	\$119,424	\$125,400	\$131,676	\$138,264	Annual
				\$49.60	\$52.08	\$54.68	\$57.42	\$60.29	\$63.31	\$66.47	Hourly
0054	Senior Budget Analyst (Confidential)	CON	680	\$10,276	\$10,790	\$11,330	\$11,896	\$12,491	\$13,116	\$13,772	Monthly
				\$123,312	\$129,480	\$135,960	\$142,752	\$149,892	\$157,392	\$165,264	Annual
				\$59.28	\$62.25	\$65.37	\$68.63	\$72.06	\$75.67	\$79.45	Hourly
0246	Senior Management Analyst (Confidential)	CON	895	\$9,115	\$9,571	\$10,050	\$10,553	\$11,081	\$11,635	\$12,217	Monthly
				\$109,380	\$114,852	\$120,600	\$126,636	\$132,972	\$139,620	\$146,604	Annual
				\$52.59	\$55.22	\$57.98	\$60.88	\$63.93	\$67.13	\$70.48	Hourly
0052	Senior Programmer Analyst (Confidential)	CON	710	\$10,832	\$11,374	\$11,943	\$12,540	\$13,167	\$13,825	\$14,516	Monthly
				\$129,984	\$136,488	\$143,316	\$150,480	\$158,004	\$165,900	\$174,192	Annual
				\$62.49	\$65.62	\$68.90	\$72.35	\$75.96	\$79.76	\$83.75	Hourly
0046	Systems & Programming Supervisor	CON	730	\$11,968	\$12,566	\$13,194	\$13,854	\$14,547	\$15,274	\$16,038	Monthly
				\$143,616	\$150,792	\$158,328	\$166,248	\$174,564	\$183,288	\$192,456	Annual
				\$69.05	\$72.50	\$76.12	\$79.93	\$83.93	\$88.12	\$92.53	Hourly

SECTION 3. The following pay ranges and monthly rates of pay for the identified classifications are hereby established and placed under the Confidential Unit Salary Schedule effective the pay period that includes July 1, 2027. The monthly rate of pay may also be in increments between the monthly minimum and maximum pay steps.

Class Code	Class Title	Salary Plan	Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	
0171	Accountant (Confidential)	CON	620	\$8,050	\$8,453	\$8,876	\$9,320	\$9,786	\$10,275	\$10,789	Monthly
				\$96,600	\$101,436	\$106,512	\$111,840	\$117,432	\$123,300	\$129,468	Annual
				\$46.44	\$48.77	\$51.21	\$53.77	\$56.46	\$59.28	\$62.24	Hourly
0026	Administrative Assistant (Confidential)	CON	593	\$5,974	\$6,273	\$6,587	\$6,916	\$7,262	\$7,625	\$8,006	Monthly
				\$71,688	\$75,276	\$79,044	\$82,992	\$87,144	\$91,500	\$96,072	Annual
				\$34.47	\$36.19	\$38.00	\$39.90	\$41.90	\$43.99	\$46.19	Hourly
0018	Benefits Coordinator	CON	592	\$5,844	\$6,136	\$6,443	\$6,765	\$7,103	\$7,458	\$7,831	Monthly
				\$70,128	\$73,632	\$77,316	\$81,180	\$85,236	\$89,496	\$93,972	Annual
				\$33.72	\$35.40	\$37.17	\$39.03	\$40.98	\$43.03	\$45.18	Hourly

Class Code	Class Title	Salary Plan	Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	
0063	Budget Analyst	CON	679	\$9,624	\$10,105	\$10,610	\$11,140	\$11,697	\$12,282	\$12,896	Monthly
				\$115,488	\$121,260	\$127,320	\$133,680	\$140,364	\$147,384	\$154,752	Annual
				\$55.52	\$58.30	\$61.21	\$64.27	\$67.48	\$70.86	\$74.40	Hourly
0809	Budget Specialist	CON	891	\$7,142	\$7,499	\$7,874	\$8,268	\$8,681	\$9,115	\$9,571	Monthly
				\$85,704	\$89,988	\$94,488	\$99,216	\$104,172	\$109,380	\$114,852	Annual
				\$41.20	\$43.26	\$45.43	\$47.70	\$50.08	\$52.59	\$55.22	Hourly
0040	Computer Operations/ Networking Supervisor	CON	689	\$10,079	\$10,583	\$11,112	\$11,668	\$12,251	\$12,864	\$13,507	Monthly
				\$120,948	\$126,996	\$133,344	\$140,016	\$147,012	\$154,368	\$162,084	Annual
				\$58.15	\$61.06	\$64.11	\$67.32	\$70.68	\$74.22	\$77.93	Hourly
0021	Deputy City Clerk	CON	656	\$6,830	\$7,171	\$7,530	\$7,906	\$8,301	\$8,716	\$9,152	Monthly
				\$81,960	\$86,052	\$90,360	\$94,872	\$99,612	\$104,592	\$109,824	Annual
				\$39.40	\$41.37	\$43.44	\$45.61	\$47.89	\$50.28	\$52.80	Hourly
0016	Executive Assistant to the City Manager	CON	648	\$8,020	\$8,421	\$8,842	\$9,284	\$9,748	\$10,235	\$10,747	Monthly
				\$96,240	\$101,052	\$106,104	\$111,408	\$116,976	\$122,820	\$128,964	Annual
				\$46.27	\$48.58	\$51.01	\$53.56	\$56.24	\$59.05	\$62.00	Hourly
0019	Executive Assistant (Confidential)	CON	609	\$6,574	\$6,903	\$7,248	\$7,610	\$7,991	\$8,391	\$8,811	Monthly
				\$78,888	\$82,836	\$86,976	\$91,320	\$95,892	\$100,692	\$105,732	Annual
				\$37.93	\$39.83	\$41.82	\$43.90	\$46.10	\$48.41	\$50.83	Hourly
0173	Finance Officer (Confidential)	CON	559	\$10,742	\$11,279	\$11,843	\$12,435	\$13,057	\$13,710	\$14,396	Monthly
				\$128,904	\$135,348	\$142,116	\$149,220	\$156,684	\$164,520	\$172,752	Annual
				\$61.97	\$65.07	\$68.33	\$71.74	\$75.33	\$79.10	\$83.05	Hourly
0007	Human Resources Office Specialist II	CON	560	\$4,800	\$5,040	\$5,292	\$5,557	\$5,835	\$6,127	\$6,433	Monthly
				\$57,600	\$60,480	\$63,504	\$66,684	\$70,020	\$73,524	\$77,196	Annual
				\$27.69	\$29.08	\$30.53	\$32.06	\$33.66	\$35.35	\$37.11	Hourly
0087	Human Resources Administrator	CON	697	\$11,065	\$11,618	\$12,199	\$12,809	\$13,449	\$14,121	\$14,827	Monthly
				\$132,780	\$139,416	\$146,388	\$153,708	\$161,388	\$169,452	\$177,924	Annual
				\$63.84	\$67.03	\$70.38	\$73.90	\$77.59	\$81.47	\$85.54	Hourly
0079	Human Resources Analyst	CON	659	\$8,564	\$8,992	\$9,442	\$9,914	\$10,410	\$10,931	\$11,478	Monthly
				\$102,768	\$107,904	\$113,304	\$118,968	\$124,920	\$131,172	\$137,736	Annual
				\$49.41	\$51.88	\$54.47	\$57.20	\$60.06	\$63.06	\$66.22	Hourly

Class Code	Class Title	Salary Plan	Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	
0017	Human Resources Assistant	CON	590	\$5,974	\$6,273	\$6,587	\$6,916	\$7,262	\$7,625	\$8,006	Monthly
				\$71,688	\$75,276	\$79,044	\$82,992	\$87,144	\$91,500	\$96,072	Annual
				\$34.47	\$36.19	\$38.00	\$39.90	\$41.90	\$43.99	\$46.19	Hourly
0072	Human Resources Technician	CON	627	\$7,512	\$7,888	\$8,282	\$8,696	\$9,131	\$9,588	\$10,067	Monthly
				\$90,144	\$94,656	\$99,384	\$104,352	\$109,572	\$115,056	\$120,804	Annual
				\$43.34	\$45.51	\$47.78	\$50.17	\$52.68	\$55.32	\$58.08	Hourly
0245	Management Aide (Confidential)	CON	892	\$7,302	\$7,667	\$8,050	\$8,453	\$8,876	\$9,320	\$9,786	Monthly
				\$87,624	\$92,004	\$96,600	\$101,436	\$106,512	\$111,840	\$117,432	Annual
				\$42.13	\$44.23	\$46.44	\$48.77	\$51.21	\$53.77	\$56.46	Hourly
0084	Management Analyst (Confidential)	CON	872	\$8,398	\$8,818	\$9,259	\$9,722	\$10,208	\$10,718	\$11,254	Monthly
				\$100,776	\$105,816	\$111,108	\$116,664	\$122,496	\$128,616	\$135,048	Annual
				\$48.45	\$50.87	\$53.42	\$56.09	\$58.89	\$61.83	\$64.93	Hourly
0008	Office Specialist II (Confidential)	CON	561	\$4,800	\$5,040	\$5,292	\$5,557	\$5,835	\$6,127	\$6,433	Monthly
				\$57,600	\$60,480	\$63,504	\$66,684	\$70,020	\$73,524	\$77,196	Annual
				\$27.69	\$29.08	\$30.53	\$32.06	\$33.66	\$35.35	\$37.11	Hourly
0055	Payroll Coordinator	CON	621	\$7,139	\$7,496	\$7,871	\$8,265	\$8,678	\$9,112	\$9,568	Monthly
				\$85,668	\$89,952	\$94,452	\$99,180	\$104,136	\$109,344	\$114,816	Annual
				\$41.19	\$43.25	\$45.41	\$47.68	\$50.07	\$52.57	\$55.20	Hourly
0078	Principal Human Resources Analyst	CON	669	\$9,624	\$10,105	\$10,610	\$11,140	\$11,697	\$12,282	\$12,896	Monthly
				\$115,488	\$121,260	\$127,320	\$133,680	\$140,364	\$147,384	\$154,752	Annual
				\$55.52	\$58.30	\$61.21	\$64.27	\$67.48	\$70.86	\$74.40	Hourly
0170	Senior Accountant (Confidential)	CON	622	\$8,856	\$9,299	\$9,764	\$10,252	\$10,765	\$11,303	\$11,868	Monthly
				\$106,272	\$111,588	\$117,168	\$123,024	\$129,180	\$135,636	\$142,416	Annual
				\$51.09	\$53.65	\$56.33	\$59.15	\$62.11	\$65.21	\$68.47	Hourly
0054	Senior Budget Analyst (Confidential)	CON	680	\$10,585	\$11,114	\$11,670	\$12,254	\$12,867	\$13,510	\$14,185	Monthly
				\$127,020	\$133,368	\$140,040	\$147,048	\$154,404	\$162,120	\$170,220	Annual
				\$61.07	\$64.12	\$67.33	\$70.70	\$74.23	\$77.94	\$81.84	Hourly
0246	Senior Management Analyst (Confidential)	CON	895	\$9,390	\$9,859	\$10,352	\$10,870	\$11,414	\$11,985	\$12,584	Monthly
				\$112,680	\$118,308	\$124,224	\$130,440	\$136,968	\$143,820	\$151,008	Annual
				\$54.17	\$56.88	\$59.72	\$62.71	\$65.85	\$69.14	\$72.60	Hourly

Class Code	Class Title	Salary Plan	Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	
0052	Senior Programmer Analyst (<i>Confidential</i>)	CON	710	\$11,156	\$11,714	\$12,300	\$12,915	\$13,561	\$14,239	\$14,951	Monthly
				\$133,872	\$140,568	\$147,600	\$154,980	\$162,732	\$170,868	\$179,412	Annual
				\$64.36	\$67.58	\$70.96	\$74.51	\$78.24	\$82.15	\$86.26	Hourly
0046	Systems & Programming Supervisor	CON	730	\$12,327	\$12,943	\$13,590	\$14,270	\$14,983	\$15,732	\$16,519	Monthly
				\$147,924	\$155,316	\$163,080	\$171,240	\$179,796	\$188,784	\$198,228	Annual
				\$71.12	\$74.67	\$78.40	\$82.33	\$86.44	\$90.76	\$95.30	Hourly

SECTION 4: Except as provided herein, all compensation, hours and other terms and conditions of employment presently enjoyed by Confidential employees shall remain in full force and effect unless changed subsequent to meetings between the City and representatives of the “Confidential” employees.

SECTION 5: The City of Costa Mesa has contracted with the California Public Employees Retirement System (CalPERS) to provide retirement benefits to eligible City employees. Employees will contribute towards the employee and employer contribution as stipulated in the Memorandum of Understanding (MOU) with the Costa Mesa City Employees Association.

A. Classic Members - Employees Subject to the 2.5% @ 55 formula:

These employees will pay the full CalPERS member contribution equal to eight percent (8%) of compensation earnable towards their CalPERS member contribution. As a result, the City pays and reports zero percent (0%) of compensation earnable as an Employer Paid Member Contribution (EPMC) under Government Code section 20636(c)(4) pursuant to section 20691.

Classic member employees subject to the 2.5%@55 formula pay 1% of compensation earnable pursuant to Government Code section 20516(a).

B. Classic Members - Employees Subject to the 2%@60 formula:

These employees will pay the full CalPERS member contribution equal to seven percent (7%) of compensation earnable towards their CalPERS member contribution. As a result, the City pays and reports zero percent (0%) of compensation earnable as an Employer Paid Member Contribution (EPMC) under Government Code section 20636(c)(4) pursuant to section 20691.

Classic member employees subject to the 2%@60 formula pay 2% of compensation earnable pursuant to Government Code section 20516(a).

C. New Members - Employees Subject to the 2%@62 formula:

These employees are responsible for paying the employee contribution of one-half of the total normal cost of the plan (rounded to the nearest quarter of one-percent), as defined by CalPERS in their annual valuation, through a payroll deduction. This amount is determined by CalPERS each year.

New member employees will cost share (pursuant to Government Code section 20516(f)), a percentage of pensionable compensation that when combined with the payment of their employee/member contribution will equal nine percent (9%) of pensionable compensation.

SECTION 6. Employees including employees who meet the Department/City established standards and are routinely and consistently assigned to communicate in Spanish, Vietnamese, American Sign Language (ASL) and any other language approved by the City Manager shall receive two and one-half percent (2.5%) or five percent (5%) of the top step base salary, paid on a bi-weekly basis pursuant to subsections A or B below. The compensation in this section is special compensation and shall be reported as bilingual premium pursuant to Title 2 California Code of Regulations, sections 571 and 571.1.

A. The following standard of spoken Spanish, Vietnamese, or American Sign Language is followed for the 2.5% Certification:

1. The applicant has the ability to create with language, recombining and adapting learned material to express personal meaning and can handle simple situations and transactions in the course of his/her work such as explanation of procedures, obtaining personal information, instructions to victims and onlookers, among others.
2. The applicant is able to maintain simple face-to-face conversations, asking and answering questions regarding everyday survival on topics most related to self and immediate work environment; courtesy requirements, and personal needs during the course of routine calls not likely to be of a life or death nature.
3. The applicant can be understood with some repetition by a sympathetic native speaker.
4. The applicant demonstrates mastery of work-related vocabulary including: time, days of the week, months, family members, parts of the body, motions and states of being, greetings, home and community, food and beverages, alphabet and numbers, vehicles, simple commands, interrogatory words, etc.
5. Accuracy is required in the present tense and gender distinctions.
6. Core vocabulary of 300-600 words.

B. The 5% Certification requires:

1. Accuracy in present and past tenses.

2. Core vocabulary of 600-1200 words.
3. Exhibits good pronunciation, stress, and intonation skills as judged by the ability to be understood with little repetition or confusion by native speaker.
4. Ability to interview the victim of a crime or accident or other situation involving a native speaker and conduct simple interrogations and investigations which could be of a life or death nature.
5. Ability to understand description, narration, main ideas and details on a variety of topics beyond the immediate situation.

SECTION 7: Amendments made pertaining to the fringe benefits, City Rules and Regulations and other employment conditions for employees represented by the Costa Mesa City Employees Association shall also apply to “Confidential” unrepresented employees unless specifically excluded. Any positions that may qualify to be part of this unrepresented unit shall be added as part of the process of adoption of salary schedules after consultation with the bargaining unit and employees.

SECTION 8. All resolutions and parts of resolutions in conflict herewith are hereby rescinded as of the effective dates of each salary table set forth herein.

PASSED AND ADOPTED this 1st day of September, 2026.

John Stephens, Mayor

ATTEST:

APPROVED AS TO FORM:

Brenda Green, City Clerk

Kimberly Hall Barlow, City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF COSTA MESA)

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 1st day of September, 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 2nd day of September, 2026.

Brenda Green, City Clerk