

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY  
AND RECORD OF ACTION**

November 18, 2025

**FROM**

**LEONARDO GONZALEZ, Director, Human Resources Department**

**SUBJECT**

Adoption of Ordinance Amending the San Bernardino County Code Relating to Compensation and Terms and Conditions of the Exempt Group, County-Wide Elected Officials, Election Workers, Swim Complex Employees, Extra-Help Employees, Recurrent Employees, Public Service Employees, Career Pathway Workers, and Temporary Workers

**RECOMMENDATION(S)**

Adopt **Ordinance No. 4502** amending the San Bernardino County Code relating to compensation and terms and conditions of the Exempt Group, County-Wide Elected Officials, Election Workers, Swim Complex Employees, Extra-Help Employees, Recurrent Employees, Public Service Employees, Career Pathway Workers, and Temporary Workers, which was introduced November 4, 2025, Item No. 53.

(Presenter: Leonardo Gonzalez, Director, 387-5570)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Create, Maintain and Grow Jobs and Economic Value in the County.**

**Improve County Government Operations.**

**Operate in a Fiscally Responsible and Business-Like Manner.**

**Ensure Development of a Well-Planned, Balanced, and Sustainable County.**

**FINANCIAL IMPACT**

Approval of this item will result in the use of additional ongoing Discretionary General Funding (Net County Cost) of approximately \$48,000 in 2025-26 and \$86,000 in ongoing years. The total estimated cost associated with the proposed amendments to the ordinance is \$104,000 in 2025-26 and \$191,000 in ongoing years. Approval of the necessary budget adjustments is not requested at this time but may be included in a future budget report presented to the Board of Supervisors (Board) for approval, if necessary. Sufficient appropriation will be included in future recommended budgets.

**BACKGROUND INFORMATION**

The proposed ordinance amending the San Bernardino County Code relating to compensation and terms and conditions of the Exempt Group, County-Wide Elected Officials, Election Workers, Swim Complex Employees, Extra-Help Employees, Recurrent Employees, Public Service Employees, Career Pathway Workers, and Temporary Workers, was introduced November 4, 2025 (Item No. 53). The recommendation before the Board today will adopt the ordinance on the Consent Calendar.

**Adoption of Ordinance Amending the San Bernardino County Code  
Relating to Compensation and Terms and Conditions of the Exempt  
Group, County-Wide Elected Officials, Election Workers, Swim Complex  
Employees, Extra-Help Employees, Recurrent Employees, Public Service  
Employees, Career Pathway Workers, and Temporary Workers  
November 18, 2025**

The proposed ordinance sets the terms and conditions of Exempt Group and non-represented employees covered by the ordinance, as well as County Officials, including the members of the Board and countywide elected officials.

It is proposed that Section 13.0613 of the San Bernardino County Code, relating to the Salaries and Working Conditions of the Exempt Group be amended to make the following updates:

- Modify Salary Rates and Step Advancements, allowing variable entrance steps through Step 10.
- Modify Promotions to allow employees to receive at least a 5% salary increase and up to a 7.5% salary increase upon promotion.
- Modify Sick Leave Conversion to reflect the current practice that Paid Time Off is eligible for conversion.
- Provide an additional day of paid Bereavement Leave for all employees and reduce the mileage requirement to 600 miles of travel to be eligible for the additional day of paid Bereavement Leave.
- Provide targeted equity increases.
- Modify the Retirement Medical Trust Fund to reflect current practice for prior service credit requests and clarify eligibility requirements.
- Create an Executive Peace Officer Standards and Training Pay (POST) level that is approximately \$1.79 per hour above POST base pay for a Management POST Certificate.
- Remove language excluding Deputy County Counsel V classification from Exceptional Service Compensation.
- Update the classifications eligible for Bilingual Compensation.
- Remove language excluding benefit groups A and B in the Perfect Attendance article.
- Modify the Healthy Lifestyles Program to remove the option for annual physical examination.
- Create an Education and Training Leave bank for the Behavioral Health Medical Director and the Assistant Director of Medical Services.
- Expand eligibility for the Behavioral Health Medical Director Differential to the Assistant Director of Medical Services.
- Update classification and salary range structure to reflect recommended changes and changes approved in the County's Budget Report.
- Clean up obsolete language throughout the entirety of the ordinance.

It is proposed that Section 13.0614 of the San Bernardino County Code, relating to the Salaries and Working Conditions of the County-Wide Elected Officials be amended to make the following updates:

- Add Retention Pay subsection and clarify the benefits County-Wide Elected Officials are eligible to receive.
- Update obsolete language due to changes in the County Charter.

It is proposed to amend Subsections 13.0617 of the San Bernardino County Code, relating to the County Employee Election Worker Program, to remove the program end date.

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It is proposed to amend Subsections 13.0617n of the San Bernardino County Code, relating to the Salaries and Working Conditions of the Pool Manager, to update the title to Salaries and Working Conditions of Swim Complex Employees, expanding the section to other swim complex employees and to include Salary and Step Advancement language.

It is proposed to amend Subsections 13.0628 of the San Bernardino County Code, relating to Extra-Help Employment, to include Salary and Step Advancement language and clean up obsolete language.

It is proposed to amend Subsections 13.0629 of the San Bernardino County Code, relating to Recurrent Employment, to include Salary and Step Advancement language and clean up obsolete language.

It is proposed to amend Subsections 13.0660 of the San Bernardino County Code, relating to Public Service Employees, to include Deferred Compensation language, include Salary and Step Advancement language, adjust step progression, and clean up obsolete language.

It is proposed to create a new Subsection of the San Bernardino County Code, Subsection 13.0661 relating to the Salaries and Working Conditions of the Career Pathway Worker.

It is proposed to create a new Subsection of the San Bernardino County Code, Subsection 13.0662 relating to the Salaries and Working Conditions of the Temporary Worker.

The proposed ordinance amending the San Bernardino County Code relating to compensation and terms and conditions of the Exempt Group, County-Wide Elected Officials, Election Workers, Swim Complex Employees, Extra-Help Employees, Recurrent Employees, Public Service Employees, Career Pathway Workers, and Temporary Workers, will become effective on November 29, 2025, should the Board adopt this ordinance.

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Cynthia O'Neill, Chief Assistant County Counsel, 387-5455) on October 29, 2025; Human Resources (Leonardo Gonzalez, Director, 387-5570) on October 30, 2025; and County Finance and Administration (Garrett Baker, Administrative Analyst, 387-3077) on October 30, 2025.

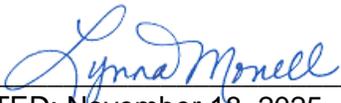
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Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

Moved: Curt Hagman   Seconded: Joe Baca, Jr.  
Ayes: Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.  
Absent: Col. Paul Cook (Ret.)

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: November 18, 2025



cc:     File - Human Resources w/ ordinance  
JLL    11/18/2025