

**DRAFT****RESOLUTION 20xx-xxx****RESOLUTION ESTABLISHING THE SAN DIEGO  
UNIFIED PORT DISTRICT (DISTRICT) DIRECTORY  
OF CLASSIFICATION SPECIFICATIONS FOR  
FISCAL YEAR 2026**

**WHEREAS**, the San Diego Unified Port District (District) is a public corporation created by the Legislature in 1962 pursuant to Harbors and Navigation Code Appendix I, (Port Act); and

**WHEREAS**, Port Act §73 requires that the salaries and wages of officers and employees of the District be set by the Board of Port Commissioners (BPC) by ordinance; and

**WHEREAS**, Port Act §77 requires that the payment of salaries and wages be made at regular periods as set by the BPC; and

**WHEREAS**, pursuant to Ordinance 1832, adopted on July 23, 1996, Personnel Rules and Regulations (Rules) were adopted; and

**WHEREAS**, Rule 4, Section 1 requires that a classification plan based upon and graded according to duties and responsibilities be adopted by the BPC and maintained by the Director, Human Resources, to provide for standardization and classification of all positions in the classified service; and

**WHEREAS**, the addition of new classifications, the elimination of current classifications, or changes impacting wages, hours or working conditions for current classifications must be submitted to the BPC for approval and in accordance with applicable state law; and

**WHEREAS**, the Directory of Classification Specifications (Directory) contains a list of all the job descriptions in the District; and

**WHEREAS**, the Directory for FY 2025 was adopted by the BPC at its June 18, 2024 meeting; and

**WHEREAS**, staff requests that the BPC adopt a resolution establishing the District Directory for FY 2026; and

**WHEREAS**, the Directory for FY 2026 updates classifications only, which serve as job descriptions for the District; and

**WHEREAS**, these updates do not change the existing personnel budget currently allocated in the FY 2026 budget; and

**WHEREAS**, the below classifications are retitled based on the recent organizational reorganization and alignment of leadership roles:

<b>Current Title</b>	<b>New Title</b>	<b>Class Number</b>	<b>Range</b>
Assistant Chief of Harbor Police/Public Safety	Assistant Chief of Harbor Police	A2013-UE11	28
Assistant Director, General Services	Assistant Director, Field Operations	A2030-UE15	22
Chief Engineer/Engineering-Construction	Director, Engineering-Construction	A1201-UE03	26
Chief Financial Officer/Treasurer	Chief Financial Officer	A1150-UE03	29
Chief Information Security Officer	Director, Information Security	A2067-UE17	26
Director, Guest Experiences	Director, Field Operations	A2056-UE21	24
Director, Marketing & Communications	Director, Communications & Community Engagement	A1395-UE16	24
Director, Procurement Services/Chief Procurement Officer	Director, Procurement Services	A2047-UE15	24
Manager, Marketing & Communications	Manager, Communications & Community Engagement	B862-UE12	18
Vice President, Administration/CAO	Chief Administrative Officer	A1025-UE03	29
Vice President, Maritime	Chief Operations Officer	A2069-UE19	29
Vice President, Planning & Environment	Chief Sustainability & Innovation Officer	A2071-UE21	29
Vice President, Public Safety/Chief of Harbor Police	Chief of Harbor Police	A1500-UE03	29
Vice President, Strategy & Policy	Chief Government and Public Relations Officer	A1026-UE21	29

**WHEREAS**, the following new classifications are being added to the Directory of Classifications:

<b>Class Title</b>	<b>Class Number</b>	<b>Unclassified / Classified</b>	<b>FLSA Exempt/ Non-Exempt</b>	<b>Range</b>
Emergency Management Coordinator	B962-UE25	Unclassified	Exempt	17

**WHEREAS**, the following classifications have adjustments to their assigned salary range:

<b>Current Title or Proposed Title</b>	<b>Class Number</b>	<b>Current Range</b>	<b>Proposed Range</b>
Department Business Manager	B810-UE08	18	21
Director, Engineering-Construction (previously Chief Engineer/Engineering/Construction)	A1201-UE03	29	26
Director, Information Technology	A1900-UE19	25	26
Director, Facilities and Maintenance	A2056-UE21	24	25

**WHEREAS**, the following classifications have been identified as obsolete and are proposed for removal from the classification plan:

<b>Classification Title</b>	<b>Class Number</b>	<b>Range</b>
Assistant Vice President	A2058-UE16	28
Assistant Vice President, Administrative Services	A1381-UE03	28
Assistant Vice President, General Services	A2076-UE23	28
Assistant Vice President, Government Relations & Communication	A1035-UE08	28
Assistant Vice President, Operations	A1220-UE03	28
Director, General Services	A1396-UE15	25
Executive Vice President/Chief of Staff	A1165-UE21	29
Vice President, Marketing & Communications	A2070-UE19	29
Vice President, Facilities & Engineering	A2072-UE21	29
Vice President, Real Estate	A1015-UE21	29
Chief Technology Officer	A2057-UE16	28

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Port Commissioners of the San Diego Unified Port District, as follows:

That there is hereby established and approved a Directory of Classification Specifications for all positions, both Classified and Unclassified, within the San Diego Unified Port District, for Fiscal Year 2026 and said Directory of Classification Specifications for Fiscal Year 2026 is on file in the Office of the District Clerk.

APPROVED AS TO FORM AND LEGALITY:  
GENERAL COUNSEL

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By: Assistant/Deputy

PASSED AND ADOPTED by the Board of Port Commissioners of the San Diego Unified Port District, this 6<sup>th</sup> day of June 2025, by the following vote: