



**STAFF REPORT**  
**February 12, 2025**

**TO:** Honorable Mayor and City Council Members

**FROM:** Yolanda M. Lopez, Human Resources Management Analyst

**SUBJECT:** Adopt Resolution No. 2025-08 Approving and Adopting the Publicly Available Pay Schedule for Executive Employee Positions in Accordance with CalPERS Guidelines

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**STAFF RECOMMENDATION:**

Adopt a Resolution to approve and adopt a publicly available pay schedule for the Executive group in accordance with CalPERS guidelines.

**BACKGROUND:**

California Public Employees' Retirement System (CalPERS), pursuant to California Code of Regulations sections 570.5 and 571.1, requires all CalPERS employers to make their compensation levels publicly available in document(s) approved and adopted by the governing body, which must meet all of the following requirements:

- 1) Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meeting laws;
- 2) Identifies the position title for every employee position;
- 3) Shows the pay rate for each identified position, which may be state as a single amount or as multiple amounts within a range;
- 4) Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually;
- 5) Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer's internet website;
- 6) Indicates an effective date and date of any revisions;
- 7) Is retained by the employer and available for public inspection for not less than five years; and
- 8) Does not reference another document in lieu of disclosing the pay rate.

The purpose of approving this resolution is to ensure that the City's Executive salary schedule meets all the applicable requirements. This schedule will be posted on the City's website. Any subsequent revisions to the schedule will be similarly presented to the City Council for adoption and approval.

**ALTERNATIVES:**

1. Approve staff's recommendation to adopt Resolution No. 2025-08 Approving and Adopting a Publicly Available Pay Schedule for the Executive Employee Positions in Accordance with CalPERS Guidelines.
2. Do not approve staff's recommendation.

**FISCAL IMPACT:**

There is no fiscal impact, the payrates identified on the publicly available pay schedule reflect rates previously approved by the City Council.

**ATTACHMENTS:**

1. Resolution No. 2025-08
2. Executive Salary Schedule