



CITY OF DEL REY OAKS

650 CANYON DEL REY BLVD, DEL REY OAKS, CALIFORNIA 93940
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Staff Report

DATE: April 28, 2026
TO: Honorable Mayor and City Council
FROM: John Guertin, City Manager
SUBJECT: Approve the Amended Salary Schedule for FY 2025-26

CEQA: This action does not constitute a “project” as defined by the California Environmental Quality Act (CEQA) guidelines section 15378 as it is an organizational activity of the City that will not result in direct or indirect physical changes in the environment.

Recommendation

Approve the Amended Salary Schedule for FY 2025-26 with the 5% COLA for the Assistant City Manager/Chief of Police (ACM/COP) effective the pay period starting on May 2, 2026.

Background

The FY 2025-2026 Budget was approved at June 24, 2025, Regular City Council Meeting per Resolution No. 2025-10.

Summary & Discussion

The City Manager has approved a 5% Cost of Living Adjustment (COLA) for the ACM/COP. On April 13, 2026, the Budget Committee supported the City Manager’s recommendation. The attached Salary Schedule amendment will implement the COLA.

Fiscal Impacts

The fiscal impact is limited to the 5% salary adjustment, equal to \$8,800 annually. The increase will be incorporated into the existing budget. No additional financial resources are required for this action.

ATTACHMENTS:

1. Amended Salary Schedule for FY 2025-26

CITY OF DEL REY OAKS
SALARY SCHEDULE FOR FISCAL YEAR 2025-2026
Effective 05/02/2026

Title	Step 1	Step 2	Step 3	Step 4	Step 5	Contract
City Manager	Per Contract					
Monthly						17,349.83
Bi-weekly						8,008.00
Hourly Rate						100.10
Annual						208,198.00
Assistant City Manager & Chief of Police	Per Contract					
Monthly						15,400.00
Bi-weekly						7,107.69
Hourly Rate						88.85
Annual	-	-	-	-	-	184,800.00
City Clerk						
Monthly	7,323.33	7,689.08	8,073.83	8,477.75	8,902.42	
Bi-weekly	3,380.00	3,548.80	3,726.40	3,912.80	4,108.80	
Hourly Rate	42.25	44.36	46.58	48.91	51.36	
Annual	87,880.00	92,269.00	96,886.00	101,733.00	106,829.00	
Deputy City Clerk/Permit Clerk						
Monthly	5,550.17	5,827.50	6,118.67	6,425.50	6,746.17	
Bi-weekly	2,561.60	2,689.60	2,824.00	2,965.60	3,113.60	
Hourly Rate	32.02	33.62	35.30	37.07	38.92	
Annual	66,602.00	69,930.00	73,424.00	77,106.00	80,954.00	
Administrative Services Technician						
Monthly	5,550.17	5,827.50	6,118.67	6,425.50	6,746.17	
Bi-weekly	2,561.60	2,689.60	2,824.00	2,965.60	3,113.60	
Hourly Rate	32.02	33.62	35.30	37.07	38.92	
Annual	66,602.00	69,930.00	73,424.00	77,106.00	80,954.00	
Police Commander						
Monthly	8,952.58	9,400.33	9,869.83	10,363.08	10,881.75	
Bi-weekly	4,131.96	4,338.60	4,555.32	4,782.96	5,022.36	
Hourly Rate	49.19	51.65	54.23	56.94	59.79	
Annual	107,431.00	112,804.00	118,438.00	124,357.00	130,581.00	
Police Sergeant						
Monthly	7,900.58	8,295.58	8,710.50	9,145.50	9,602.33	
Bi-weekly	3,646.44	3,828.72	4,020.24	4,221.00	4,431.84	
Hourly Rate	43.41	45.58	47.86	50.25	52.76	
Annual	94,807.00	99,547.00	104,526.00	109,746.00	115,228.00	
Police Officer						
Monthly	6,814.08	7,154.42	7,513.00	7,887.92	8,282.83	
Bi-weekly	3,144.96	3,302.04	3,467.52	3,640.56	3,822.84	
Hourly Rate	37.44	39.31	41.28	43.34	45.51	
Annual	81,769.00	85,853.00	90,156.00	94,655.00	99,394.00	
Police Officer - Reserve						
Hourly Rate					45.51	
Public Works Supervisor						
Monthly	5,938.42	6,234.83	6,546.83	6,874.42	7,311.17	
Bi-weekly	2,740.80	2,877.60	3,021.60	3,172.80	3,374.40	
Hourly Rate	34.26	35.97	37.77	39.66	42.18	
Annual	71,261.00	74,818.00	78,562.00	82,493.00	87,734.00	
Temporary/Part Time EE						

**CITY OF DEL REY OAKS
SALARY SCHEDULE FOR FISCAL YEAR 2025-2026**

- 1.** Mayor and City Council Members shall be paid the sum of \$100.00 per month for attendance at all regular and special council meetings unless previously granted a leave of absence with pay, or unless excused by the Mayor.
- 2.** The Mayor is paid an additional \$125 per month for promoting and advertising the City.
- 3.** All employees of the City pay the full employee paid percent contribution to each employee's PERS account.
- 4.** The Police Chief and the City manager's salaries are per individual contract.
- 5.** Police Reserve officers are paid at a rate of \$45.51 per hour worked (5th Step Police Officer).
- 6** Police Officers Uniform Allowance \$1,000 annually
- 7** City Manager: Auto Allowance \$450/month (\$5,400 annual)
- 8** PD works 84 hours/ pay period
- 9** Educational Incentive:
 - \$100 per month for Associate's degree
 - \$200 per month for Bachelor's degree
- 10** Longevity Pay:
 - 2% longevity pay for individual's working over 10 years
 - 4% longevity pay for individual's working over 20 years
- 11** Wellness: \$500.00 per year
- 12** Effective July 1, 2025 Council approved a 5% Cost of Living for all full time employees except City Manager Guertin, and Chief of Police, Bourquin.
- 13** Effective August 09, 2025 (Beginning of Pay Period) City Manager 3% Salary Adjustment
- 14** Effective May 2, 2026 (Beginning of Pay Period) Assistant City Manager 5% Salary Adjustment