



City of Grass Valley City Council Agenda Action Sheet

Title: Public Hearing on Status of Vacancies and Recruitment/Retention Efforts - Government Code §3502.3 (AB 2561)

CEQA: Not a project

Recommendation: That Council conduct a public hearing as required by Government Code §3502.3 to: 1) Present information on the status of vacancies; 2) Outline current recruitment and retention efforts; 3) Receive input from recognized employee organizations

Prepared by: Taylor Whittingslow, Deputy City Manager

Council Meeting Date: 06/24/2025

Date Prepared: 06/19/2025

Agenda: Public Hearing

Background Information: Effective January 1, 2025, AB 2561 (Gov. Code §3502.3) requires the City to hold an annual public hearing before City Council to address vacancy levels and related staffing issues. Recognized employee organizations must be notified in advance and provided an opportunity to present during the hearing.

Current Status:

Bargaining Unit	Authorized Positions	Vacancies	Vacancy Rate	Vacant Positions
Non-Union	10	2	20%	Community Relations Coordinator, Administrative Director
Unit 1	13	1	8%	Assistant Engineer
Unit 2	24	4	17%	Sewer & Water Maintenance Worker I/II Street Sweeper 2 × Parks Maintenance Worker
Unit 3	13	2	15%	Senior Planner Community Services Analyst (CSA)
Unit 6	27	2	7%	2 × Police Officer
Unit 8*	30	0	0%	None

*Note: Unit 8 now includes 30 authorized positions, which reflects the addition of seven new positions during the fiscal year resulting from Measure B funding, and a reclassification of one position to Unit 1.

Recruitment Statuses:

- *Community Relations Coordinator*: The position was frozen during labor negotiations as a cost-saving measure due to its vacancy at the time.
- *Administrative Director*: The role is currently being fulfilled by the Deputy Finance Director and supported through contracted services.
- *Assistant Engineer*: The position was frozen during the FY 2024-25 mid-year budget process for budgetary savings.
- *Sewer & Water Maintenance Worker I/II*: This position was frozen as part of the FY 2024-25 mid-year budget adjustments for cost savings.
- *Street Sweeper*: The position was frozen during labor negotiations to help fund cost-of-living adjustments (COLAs).
- *2 × Parks Maintenance Worker*: One position is currently being filled on a part-time basis. The second position was frozen during the mid-year budget review for cost-saving purposes.
- *Associate/Senior Planner*: Recruitment for this position is currently in progress.
- *Community Services Analyst (CSA)*: A job offer is pending for a part-time appointment to this role.
- *2 × Police Officer*: One candidate is currently attending the police academy; a second is scheduled to enter the next academy session.

All recognized bargaining units were properly noticed in accordance with AB 2561 requirements and were given the opportunity to present at the public hearing. This year, none of the bargaining units submitted a request to present.

Council Goals/Objectives: This executes portions of work tasks to achieve/maintain the Strategic Plan—Open and Collaborative City Government.

Fiscal Impact: N/A

Funds Available: N/A

Account #: N/A

Reviewed by: City Manager

Attachments: Comment from Local 39