



# CITY COUNCIL AGENDA REPORT

CITY HALL

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CITY OF SONORA 94 N. WASHINGTON STREET, SONORA, CA 95370 P: (209) 532-4541

*SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP*

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**DATE:** July 21, 2025

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

**FROM:** Tracy Skelly, Administrative Services Officer  
Chris Gorsky, Assistant City Administrator

**SUBJECT:** Consider Adoption of Resolution No. 07-21-2025-A Approving Side Letters to the Memorandum of Understanding (MOUs) with the Sonora Management Employees Association (SMEA) and the Sonora Confidential Employees Association (SCEA) to Comply with California Code of Regulations (CCR) sections 571 and 571.1, and Resolution No. 07-21-2025-B Approving Updated Salary Range Tables for Each Group Reflecting Accurate Reporting of Compensation to CalPERS.

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## **RECOMMENDATION:**

Consider Adoption of Resolution No. 07-21-2025-A Approving Side Letters to the Memorandum of Understanding (MOUs) with the Sonora Management Employees Association (SMEA) and the Sonora Confidential Employees Association (SCEA) to Comply with California Code of Regulations (CCR) sections 571 and 571.1, and Resolution No. 07-21-2025-B Approving Updated Salary Range Tables for Each Group Reflecting Accurate Reporting of Compensation to CalPERS.

## **BACKGROUND:**

The City of Sonora is a participating agency in the California Public Employees' Retirement System (CalPERS). Under CalPERS regulations—specifically CCR §571 (applicable to classic members) and §571.1 (applicable to PEPPA members)—only compensation that is properly defined, agreed upon, and publicly posted may be reported for retirement purposes.

To ensure full compliance, the City conducted a review of its pay schedules and compensation reporting practices. As a result, staff has worked with both SMEA and SCEA to develop side letters clarifying which pay elements are reportable to CalPERS. In conjunction, the City has updated the official salary range tables to reflect accurate base salary data for each classification, and required CalPERS-compliant formatting for transparency and audit readiness.

## **DISCUSSION / ANALYSIS:**

The side letters ensure that all reportable compensation items are clearly defined and mutually agreed upon, in line with CalPERS standards. These agreements do not introduce any new compensation but instead formalize existing practices to improve transparency and avoid compliance risks.



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The updated salary range tables have been reformatted to meet CalPERS' requirement for a "publicly available pay schedule," including:

- Clear job titles and classification listings
- Monthly and hourly base salary figures
- Consistent date of Council adoption

Both associations have reviewed and accepted the proposed side letters and revised pay schedules. These updates reflect administrative and compliance corrections only—there are no fiscal changes resulting from these actions.

## **FISCAL IMPACT:**

There is no fiscal impact associated with this action. The updates are administrative in nature and intended to ensure continued compliance with CalPERS rules.

## **ATTACHMENTS:**

1. Side Letters – Sonora Management Employees Association, FY2021-2025 and FY2024-2029
2. Side Letters – Sonora Confidential Employees Association, FY2021-2025 and FY2024-2029
3. Updated Salary Range Table – Management
4. Updated Salary Range Table – Confidential
5. Resolution 07-21-2025-A – Approving Side Letters
6. Resolution 07-21-2025-B – Approving Salary Tables

## **CORE COUNCIL PRIORITIES:**

Fiscal Responsibility and Stability, Infrastructure and Engineering, Public Safety and Disaster Preparedness, Economic Development/Growth and General Plan, Homelessness Issues, Staffing - Salary, Benefits, Training, and Retention