

RESOLUTION NO. 2024-45

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS
APPROVING THE UPDATED FISCAL YEAR 2024/25 PAY SCHEDULE TO COMPLY
WITH CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CALPERS)
STATUTORY AND REGULATORY REQUIREMENTS FOR COMPENSATION
EARNABLE AND PUBLICLY AVAILABLE PAY SCHEDULES**

WHEREAS, all employers must comply with the compensation earnable and publicly available pay schedules provisions contained within California Government Code (GC) section 20636(d) and California Code of Regulations (CCR) 570.5; and

WHEREAS, it is necessary for the City Council to review and duly approve and adopt in accordance with requirements of applicable public meetings laws a publicly available pay schedule; and

WHEREAS, attached to this resolution and incorporated by reference is the City's comprehensive pay schedule which will be made publicly available on the City's external website and provide upon request; and

WHEREAS, the City reviews and may revise employee compensation and pay schedule ranges; and

WHEREAS, the City benefits from a highly qualified, municipal workforce; and

WHEREAS, to assist in retaining such a workforce, it is critical that the City's compensation levels are competitive in the marketplace; and

WHEREAS, the City should adjust pay to reflect changes in the region's cost of living; and

WHEREAS, represented classifications are covered by current contracts which specify the amount of the pay adjustments in the fiscal year.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Los Altos hereby adopts the Update Fiscal Year 2024/25 Pay Schedule in Exhibit A reflecting these classification market pay adjustments.

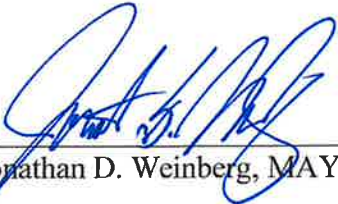
I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Los Altos at a meeting thereof on the 11th day of June, 2024 by the following vote:

AYES: Dailey, Fligor, Lee Eng, Meadows, Weinberg

NOES:

ABSENT:

ABSTAIN:



Jonathan D. Weinberg, MAYOR

Attest:



Melissa Thurman, MMC
CITY CLERK

City Manager: N/A

Unrepresented Department Heads: 3.8% COLA & Market Range Adjustment to Individual Classifications effective 06/23/24

Unrepresented Management: 3.8% COLA & Market Range Adjustment to Individual Classifications effective 06/23/24

Unrepresented Confidential: 3.8% COLA & Market Range Adjustments to Individual Classifications increase effective 06/23/24

LAMEA: 3.8% COLA increase effective 06/23/24

POA: N/A

Teamsters: 3.5% increase and Market Adjustments to Individual Classifications effective 06/23/24

(M) Market Adjustment

(R) Market Range Adjustment

City of Los Altos - Full Time Salary Schedule FY 24/25

Resolution 2024-XX

Unrep. Department Head Classifications	FLSA Status	Biweekly					Monthly					Annual				
		Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E
City Manager	Exempt					\$10,945.96					\$23,716.25					\$284,595.00
Assistant City Manager (R)	Exempt	\$8,986.24		Open Range		\$10,922.77	\$19,470.19		Open Range		\$23,666.01	\$233,642.24		Open Range		\$283,992.14
Police Chief (R)	Exempt	\$8,986.24		Open Range		\$10,922.77	\$19,470.19		Open Range		\$23,666.01	\$233,642.24		Open Range		\$283,992.14
Public Works Director (R)	Exempt	\$8,509.13		Open Range		\$10,342.85	\$18,436.45		Open Range		\$22,409.50	\$221,237.38		Open Range		\$268,914.04
Development Services Director (R)	Exempt	\$8,127.62		Open Range		\$9,879.12	\$17,609.84		Open Range		\$21,404.76	\$211,318.12		Open Range		\$256,857.17
Parks, Recreation, & Community Svcs. Director (R)	Exempt	\$8,127.62		Open Range		\$9,879.12	\$17,609.84		Open Range		\$21,404.76	\$211,318.12		Open Range		\$256,857.17
Finance Director (R)	Exempt	\$8,125.10		Open Range		\$9,876.06	\$17,604.38		Open Range		\$21,398.12	\$211,252.52		Open Range		\$256,771.43
Human Resources Director	Exempt	\$7,690.04		Open Range		\$9,347.25	\$16,661.76		Open Range		\$20,252.37	\$199,941.16		Open Range		\$243,028.49

Unrep. Management Classifications	FLSA Status	Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E
Deputy City Manager (R)	Exempt	\$7,357.83		Open Range		\$8,943.49	\$15,941.97		Open Range		\$19,377.56	\$191,303.58		Open Range		\$232,530.70
Deputy Director (R)	Exempt	\$7,210.67		Open Range		\$8,764.62	\$15,623.13		Open Range		\$18,990.01	\$187,477.51		Open Range		\$227,880.08
Police Captain	Exempt	\$7,193.11		Open Range		\$8,745.70	\$15,589.41		Open Range		\$18,949.03	\$187,072.92		Open Range		\$227,388.31
Capital Improvement Projects Manager	Exempt	\$6,848.41		Open Range		\$8,324.29	\$14,838.23		Open Range		\$18,035.96	\$178,058.70		Open Range		\$216,431.46
City Engineer	Exempt	\$6,848.41		Open Range		\$8,324.29	\$14,838.23		Open Range		\$18,035.96	\$178,058.70		Open Range		\$216,431.46
Financial Services Manager	Exempt	\$6,518.42		Open Range		\$7,923.18	\$14,123.24		Open Range		\$17,166.88	\$169,478.84		Open Range		\$206,002.58
Information Technology Manager	Exempt	\$6,518.42		Open Range		\$7,923.18	\$14,123.24		Open Range		\$17,166.88	\$169,478.84		Open Range		\$206,002.58
Human Resources Manager	Exempt	\$6,518.42		Open Range		\$7,923.18	\$14,123.24		Open Range		\$17,166.88	\$169,478.84		Open Range		\$206,002.58
Building Official	Exempt	\$6,053.00		Open Range		\$7,357.46	\$13,114.83		Open Range		\$15,941.16	\$157,377.95		Open Range		\$191,293.88
Development Services Manager	Exempt	\$6,053.00		Open Range		\$7,357.46	\$13,114.83		Open Range		\$15,941.16	\$157,377.95		Open Range		\$191,293.88
Planning Services Manager	Exempt	\$6,053.00		Open Range		\$7,357.46	\$13,114.83		Open Range		\$15,941.16	\$157,377.95		Open Range		\$191,293.88
Transportation Services Manager	Exempt	\$6,053.00		Open Range		\$7,357.46	\$13,114.83		Open Range		\$15,941.16	\$157,377.95		Open Range		\$191,293.88
Maintenance Superintendent (R)	Exempt	\$5,995.95		Open Range		\$7,288.11	\$12,991.23		Open Range		\$15,790.92	\$155,894.70		Open Range		\$189,490.98
City Clerk (R)	Exempt	\$5,995.93		Open Range		\$7,288.09	\$12,991.18		Open Range		\$15,790.86	\$155,894.18		Open Range		\$189,490.35
Assistant to the City Manager	Exempt	\$5,711.63		Open Range		\$6,942.52	\$12,375.19		Open Range		\$15,042.12	\$148,502.28		Open Range		\$180,505.45
Project Manager	Exempt	\$5,620.81		Open Range		\$6,832.13	\$12,178.42		Open Range		\$14,802.95	\$146,141.07		Open Range		\$177,635.38
Recreation Manager (R)	Exempt	\$5,407.59		Open Range		\$6,572.96	\$11,716.45		Open Range		\$14,241.41	\$140,597.34		Open Range		\$170,896.95
Public Information Officer	Exempt	\$5,222.93		Open Range		\$6,348.51	\$11,316.36		Open Range		\$13,755.10	\$135,796.27		Open Range		\$165,061.22

Unrep. Confidential Classifications	FLSA Status	Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E
Senior Accountant	Exempt	\$4,631.42	\$4,862.99	\$5,106.14	\$5,361.45	\$5,629.52	\$10,034.75	\$10,536.49	\$11,063.31	\$11,616.48	\$12,197.30	\$120,417.00	\$126,437.85	\$132,759.75	\$139,397.73	\$146,367.62
Senior Human Resources Analyst	Exempt	\$4,631.42	\$4,862.99	\$5,106.14	\$5,361.45	\$5,629.52	\$10,034.75	\$10,536.49	\$11,063.31	\$11,616.48	\$12,197.30	\$120,417.00	\$126,437.85	\$132,759.75	\$139,397.73	\$146,367.62
Management Analyst II	Exempt	\$4,518.46	\$4,744.38	\$4,981.60	\$5,230.68	\$5,492.22	\$9,790.00	\$10,279.50	\$10,793.48	\$11,333.15	\$11,899.81	\$117,480.00	\$123,354.00	\$129,521.70	\$135,997.79	\$142,797.68
Human Resources Analyst II	Exempt	\$4,408.26	\$4,628.67	\$4,860.10	\$5,103.11	\$5,358.26	\$9,551.22	\$10,028.78	\$10,530.22	\$11,056.73	\$11,609.57	\$114,614.64	\$120,345.37	\$126,362.64	\$132,680.77	\$139,314.81
Human Resources Analyst I	Exempt	\$4,300.74	\$4,515.77	\$4,741.56	\$4,978.64	\$5,227.57	\$9,318.26	\$9,784.18	\$10,273.39	\$10,787.05	\$11,326.41	\$111,819.16	\$117,410.12	\$123,280.62	\$129,444.65	\$135,916.89
Management Analyst I (R)	Exempt	\$4,287.80	\$4,502.19	\$4,727.30	\$4,963.66	\$5,211.84	\$9,290.23	\$9,754.74	\$10,242.48	\$10,754.60	\$11,292.33	\$111,482.73	\$117,056.87	\$122,909.71	\$129,055.20	\$135,507.96
Confidential Executive Assistant (R)	Non-Exempt	\$3,658.66	\$3,841.59	\$4,033.67	\$4,235.35	\$4,447.12	\$7,927.09	\$8,323.44	\$8,739.62	\$9,176.60	\$9,635.43	\$95,125.08	\$99,881.33	\$104,875.40	\$110,119.17	\$115,625.13
Human Resources Technician	Non-Exempt	\$3,529.82	\$3,706.31	\$3,891.62	\$4,086.20	\$4,290.51	\$7,647.93	\$8,030.33	\$8,431.85	\$8,853.41	\$9,296.11	\$91,775.19	\$96,363.95	\$101,182.15	\$106,241.26	\$111,553.32
Deputy City Clerk	Exempt	\$3,433.98	\$3,605.68	\$3,785.96	\$3,975.26	\$4,174.02	\$7,440.29	\$7,812.30	\$8,202.92	\$8,613.06	\$9,043.72	\$89,283.45	\$93,747.62	\$98,435.00	\$103,356.75	\$108,524.59

POA: N/A

City of Los Altos - Full Time Salary Schedule FY 24/25
 Resolution 2024-XX

POA Classifications	FLSA Status	Biweekly					Monthly					Annual				
		Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E
Police Sergeant	Non-Exempt	\$5,689.97	\$5,974.47	\$6,273.19	\$6,586.85	\$6,916.20	\$12,328.27	\$12,944.69	\$13,591.92	\$14,271.52	\$14,985.09	\$147,939.26	\$155,336.22	\$163,103.04	\$171,258.19	\$179,821.10
Police Corporal	Non-Exempt	\$5,062.14	\$5,315.25	\$5,581.01	\$5,860.06	\$6,153.06	\$10,967.97	\$11,516.36	\$12,092.18	\$12,696.79	\$13,331.63	\$131,615.59	\$138,196.37	\$145,106.19	\$152,361.50	\$159,979.58
Communications Supervisor	Non-Exempt	\$4,758.17	\$4,996.08	\$5,245.88	\$5,508.18	\$5,783.59	\$10,309.37	\$10,824.84	\$11,366.08	\$11,934.39	\$12,531.11	\$123,712.48	\$129,898.10	\$136,393.01	\$143,212.66	\$150,373.29
Police Officer	Non-Exempt	\$4,821.61	\$5,062.69	\$5,315.83	\$5,581.62	\$5,860.70	\$10,446.83	\$10,969.17	\$11,517.63	\$12,093.51	\$12,698.18	\$125,361.93	\$131,630.02	\$138,211.53	\$145,122.10	\$152,378.21
Lead Communications Officer	Non-Exempt	\$4,531.59	\$4,758.17	\$4,996.08	\$5,245.88	\$5,508.18	\$9,818.45	\$10,309.37	\$10,824.84	\$11,366.08	\$11,934.39	\$117,821.41	\$123,712.48	\$129,898.10	\$136,393.01	\$143,212.66
Police Officer Trainee	Non-Exempt	\$4,414.38	\$4,635.10	\$4,866.85	\$5,110.20	\$5,365.71	\$9,564.49	\$10,042.71	\$10,544.85	\$11,072.09	\$11,625.70	\$114,773.87	\$120,512.56	\$126,538.19	\$132,865.10	\$139,508.35
Communications Officer	Non-Exempt	\$4,117.71	\$4,323.60	\$4,539.78	\$4,766.77	\$5,005.10	\$8,921.71	\$9,367.79	\$9,836.18	\$10,327.99	\$10,844.39	\$107,060.49	\$112,413.51	\$118,034.19	\$123,935.90	\$130,132.69
Crime Analyst*	Non-Exempt	\$3,943.64	\$4,140.82	\$4,347.86	\$4,565.26	\$4,793.52	\$8,544.55	\$8,971.78	\$9,420.37	\$9,891.39	\$10,385.96	\$102,534.64	\$107,661.37	\$113,044.44	\$118,696.66	\$124,631.50
Community Service Officer	Non-Exempt	\$3,242.41	\$3,404.53	\$3,574.76	\$3,753.50	\$3,941.17	\$7,025.23	\$7,376.49	\$7,745.31	\$8,132.58	\$8,539.21	\$84,302.71	\$88,517.84	\$92,943.73	\$97,590.92	\$102,470.47

Teamsters: 3.5% increase and Market Adjustments to Individual Classifications effective 06/23/24

City of Los Altos - Full Time Salary Schedule FY 24/25
Resolution 2024-XX

Tenures Classifications	FLSA Status	Biweekly					Monthly					Annual				
		Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E
				Open Range					Open Range					Open Range		
Senior Wastewater Maintenance Worker	Non-Exempt	\$3,843.09	\$3,843.09	Open Range	\$4,671.30	\$8,326.69	\$8,326.69	Open Range	\$10,121.14	\$99,920.28	\$99,920.28	Open Range	\$104,916.29	\$104,916.29	Open Range	\$121,453.73
Equipment Mechanic II	Non-Exempt	\$3,660.08	\$3,843.09	\$4,035.24	\$4,237.00	\$7,930.18	\$7,930.18	\$8,743.02	\$9,180.18	\$9,639.18	\$9,639.18	\$9,639.18	\$9,639.18	\$9,639.18	\$9,639.18	\$110,162.11
Senior Maintenance Technician	Non-Exempt	\$3,660.08	\$3,843.09	\$4,035.24	\$4,237.00	\$7,930.18	\$7,930.18	\$8,743.02	\$9,180.18	\$9,639.18	\$9,639.18	\$9,639.18	\$9,639.18	\$9,639.18	\$9,639.18	\$115,670.21
Wastewater Maintenance Worker II	Non-Exempt	\$3,493.73	\$3,493.73	Open Range	\$4,246.65	\$7,569.74	\$7,569.74	Open Range	\$9,201.06	\$90,836.86	\$90,836.86	Open Range	\$95,378.45	\$95,378.45	Open Range	\$110,412.77
Maintenance Leadworker	Non-Exempt	\$3,327.35	\$3,493.72	\$3,668.40	\$3,851.82	\$7,209.26	\$7,209.26	\$7,948.20	\$8,345.61	\$8,762.90	\$8,762.90	\$8,762.90	\$8,762.90	\$8,762.90	\$8,762.90	\$100,147.37
Equipment Mechanic	Non-Exempt	\$3,327.35	\$3,493.72	\$3,668.40	\$3,851.82	\$7,209.26	\$7,209.26	\$7,948.20	\$8,345.61	\$8,762.90	\$8,762.90	\$8,762.90	\$8,762.90	\$8,762.90	\$8,762.90	\$105,154.74
Maintenance Technician	Non-Exempt	\$3,327.35	\$3,493.72	\$3,668.40	\$3,851.82	\$7,209.26	\$7,209.26	\$7,948.20	\$8,345.61	\$8,762.90	\$8,762.90	\$8,762.90	\$8,762.90	\$8,762.90	\$8,762.90	\$105,154.74
Wastewater Maintenance Worker I	Non-Exempt	\$3,169.78	\$3,169.78	Open Range	\$3,852.88	\$6,867.85	\$6,867.85	Open Range	\$8,347.92	\$82,414.22	\$82,414.22	Open Range	\$86,534.93	\$86,534.93	Open Range	\$100,175.00
Maintenance Worker II	Non-Exempt	\$3,018.84	\$3,169.78	\$3,328.27	\$3,494.68	\$6,540.81	\$6,540.81	\$7,211.24	\$7,571.81	\$7,950.40	\$7,950.40	\$7,950.40	\$7,950.40	\$7,950.40	\$7,950.40	\$95,404.76
Maintenance Worker I (A)	Non-Exempt	\$2,699.44	\$2,834.41	\$2,976.13	\$3,124.94	\$5,848.79	\$5,848.79	\$6,448.29	\$6,770.71	\$7,109.24	\$7,109.24	\$7,109.24	\$7,109.24	\$7,109.24	\$7,109.24	\$85,310.90

Minimum Wage Increase: \$17.75 effective 01/01/24
 Part-Time Classifications: Market Range Adjustment to Individual Classifications, effective 06/23/24

(R) Market Range Adjustment

City of Los Altos - Part-Time Hourly Rate Schedule FY 24/25

Resolution: 2024-XX

Part-Time Classifications Title	FLSA Status	Employment Status	Rate Type	Min	Max
Project Manager (R)	Non-Exempt	Part-Time	Hourly	\$42.50	\$85.40
Network Engineer (R)	Non-Exempt	Part-Time	Hourly	\$53.90	\$75.90
Public Safety Specialist - Dispatch	Non-Exempt	Part-Time	Hourly	\$61.77	\$75.08
Police Officer (Reserve) - Level I (R)	Non-Exempt	Part-Time	Hourly	\$67.00	\$67.00
Emergency Preparedness Coordinator (R)	Non-Exempt	Part-Time	Hourly	\$52.35	\$63.63
IT Technician (R)	Non-Exempt	Part-Time	Hourly	\$45.16	\$54.89
Parking Enforcement Officer (R)	Non-Exempt	Part-Time	Hourly	\$44.03	\$53.52
Property & Evidence CSO	Non-Exempt	Part-Time	Hourly	\$43.12	\$52.41
Department Support Specialist (R)	Non-Exempt	Part-Time	Hourly	\$36.00	\$46.00
Project Coordinator (R)	Non-Exempt	Part-Time	Hourly	\$32.52	\$44.85
Public Safety Specialist - Records (R)	Non-Exempt	Part-Time	Hourly	\$34.00	\$41.33
Clerical Assistant II (R)	Non-Exempt	Part-Time	Hourly	\$27.50	\$35.00
Preschool Teacher III (R)	Non-Exempt	Part-Time	Hourly	\$27.50	\$33.00
Recreation Specialist	Non-Exempt	Part-Time	Hourly	\$25.00	\$30.00
Maintenance Worker I (R)	Non-Exempt	Part-Time	Hourly	\$24.50	\$30.00
Intern (R)	Non-Exempt	Temporary	Hourly	\$18.00	\$30.00
Clerical Assistant I (R)	Non-Exempt	Part-Time	Hourly	\$20.00	\$29.50
Preschool Teacher II (R)	Non-Exempt	Temporary	Hourly	\$22.25	\$27.50
Summer Camp Director (R)	Non-Exempt	Seasonal	Hourly	\$20.00	\$23.00
Facility Attendant (R)	Non-Exempt	Part-Time	Hourly	\$17.75	\$22.75
Preschool Teacher I (R)	Non-Exempt	Temporary	Hourly	\$18.75	\$22.25
Recreation Leader	Non-Exempt	Seasonal	Hourly	\$17.75	\$21.50
Council Member	Non-Exempt	Part-Time	Stipend	Stipend \$500.00 / Month	
Police Officer (Reserve) - Level II	Non-Exempt	Per-Diem	Stipend	Stipend \$200.00 / Month	