

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the Meeting of November 12, 2025

To: Board of Directors

From: Dan Mahoney, Fire Chief

Subject: Adopt Resolution 25-16 Approving a Revised Publicly Available Pay Schedule
for all Ross Valley Fire Department Employees for the 2025-2026 Fiscal Year

RECOMMENDATION:

Staff recommends the Board adopt Resolution 25-16 approving a Revised Publicly Available Pay Schedule in accordance with California Public Employees Retirement System (CalPERS) regulations.

BACKGROUND AND DISCUSSION:

In 2011, CalPERS pursuant to Government Code Sections 20630, 20636, and 20636.1 adopted regulations setting forth the required elements necessary to meet the definition of a publicly available pay schedule. The required elements are as follows:

- (1) Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meetings laws;
- (2) Identifies the position title for every employee position;
- (3) Shows the pay rate for each identified position, which may be stated 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.

On August 13, 2025 the Board approved a publicly available pay schedule for FY 2025-26. On September 10, 2025 the Board approved the Fire Chief salary for FY 2025-2026 effective July 1, 2025 and this Resolution 25-16 reflects that change.

FISCAL IMPACT:

There is no fiscal impact associated with adopting this Resolution and publishing it on the Fire Department's website.

ATTACHMENTS:

Attachment #1 – Resolution 25-16 Approving Salaries for All Ross Valley Fire Department Employees for the 2025-2026 Fiscal Year