



STAFF REPORT

CITY of YORBA LINDA

ADMINISTRATION DEPARTMENT

DATE: APRIL 21, 2026

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: PETER GRANT, CITY MANAGER
PREPARED BY: GEOFF SPENCER, PRINCIPAL MANAGEMENT ANALYST

SUBJECT: APPROVE THE DEPUTY CITY MANAGER CLASSIFICATION

RECOMMENDATION

Approve Resolution 2026-5982 creating the Deputy City Manager classification and establishing the salary schedule.

DISCUSSION

The Deputy City Manager classification provides executive level management and technical support to City management and policymakers in pursuit of the City's strategic objectives. The Deputy City Manager classification is drafted to provide the City future flexibility to tailor the organization to meet Yorba Linda's evolving needs.

Creating the classification does not authorize an additional position, it simply establishes the class specifications and its salary schedule.

It is anticipated that the classification will initially be used to recruit an executive focused on strategic economic development initiatives that will under-fill the Assistant City Manager position authorized in the FY 2025-27 Budget. Under-filling the Assistant City Manager position will reduce personnel costs by approximately \$40,000.

FISCAL IMPACT

None.

ALTERNATIVES

Do not approve the recommended action and provide alternative direction.

ATTACHMENTS

Attachment 1 – Deputy City Manager classification

Attachment 2 – Resolution 2026-5982 Amending Resolution 2024-5909 Exhibit A