



AB 2561 Compliance

Public Agency Vacancies, and Recruitment and Retention Efforts

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AB 2561 Workforce Reporting

- ▶ Annual workforce vacancies and recruitment and retention update
- ▶ Required prior to budget adoption
- ▶ Employee organizations noticed as required



Workforce Overview

- ▶ 64 authorized FTEs as of December 31, 2025
 - ▶ City Manager position excluded from FTE count
- ▶ Five employee groups
- ▶ Departments supported: City Manager's Office, City Clerk's Office, Community Development (Planning, Building, Code Enforcement), Finance (Information Technology), Human Resources, Parks & Recreation, Police/Public Safety, Public Works (Engineering & Maintenance)



Vacancy Information

Employee Group	# of Budgeted Positions	# of Vacancies	Vacancy Rate
Teamsters Local 315	24	0	0%
Hercules Police Officers' Association	23	1	4.35%
Executive Level Employees	6	0	0%
Mid-Management Employees	3	0	0%
Non-Represented Employees	8	0	0%

As of December 31, 2025



Recruitment Efforts

- ▶ NEOGOV/GovernmentJobs.com recruitment platform
- ▶ Enhanced job advertising and outreach
- ▶ Coordination with hiring departments
- ▶ Competitive benefits package
- ▶ Average recruitment timeline: approximately 90 days
- ▶ Recruitment Process:

Post Position → Screen Applicants → Interview → Hire



Retention Statistics

Calendar Year 2025	Count
Total Vacancies	4
Vacancies Created by Newly Budgeted Positions	1
Vacancies Created by Internal Promotions and Transfers	0
Vacancies Created by Retirement	1
Vacancies Created by Resignation	1
Vacancies Created by Involuntary Separation	1
Retention Rate	94%



Retention Efforts

- ▶ Work-Life Balance Initiatives
 - ▶ Four-day, 38-hour workweek for eligible employees
 - ▶ Telecommuting options available for eligible positions
- ▶ Comprehensive Benefits Package
- ▶ Professional Development Programs
- ▶ Supportive Work Environment
 - ▶ Collaborative culture fostering teamwork and innovation
- ▶ Employee Engagement and Recognition



QUESTIONS

