

**RESOLUTION NO. 25-9500**

**A RESOLUTION OF THE CITY OF SANTA CLARA, CALIFORNIA,  
FOR EXCEPTION TO THE 180-DAY WAITING PERIOD TO HIRE A  
RETIRED ANNUITANT AS A TEMPORARY EXTRA HELP  
EMPLOYEE (GOVERNMENT CODE SECTIONS 7522.56 AND  
21224) AS A MANAGEMENT ANALYST IN THE COMMUNITY  
DEVELOPMENT DEPARTMENT**

**WHEREAS**, in compliance with Government Code section 7522.56 the City of Santa Clara must provide CalPERS this certification resolution when hiring a retiree before 180 days has passed since his or her retirement date;

**WHEREAS**, Kathy Bunce (CalPERS ID 6797218792) retired from the City of Santa Clara in the position of Management Analyst in the Community Development Department, effective September 27, 2025;

**WHEREAS**, section 7522.56 requires that post-retirement employment commence no earlier than 180 days after the retirement date, which is March 31, 2026, without this certification resolution;

**WHEREAS**, section 7522.56 provides that this exception to the 180 day wait period shall not apply if the retiree accepts any retirement-related incentive;

**WHEREAS**, the City of Santa Clara and Kathy Bunce certify that Kathy Bunce has not and will not receive a Golden Handshake or any other retirement-related incentive;

**WHEREAS**, the City of Santa Clara hereby appoints Kathy Bunce as an extra help retired annuitant to perform the critically needed duties of Temporary Employee for the City of Santa Clara under Government Code section 21224, effective October 27, 2025;

**WHEREAS**, the entire employment agreement, contract or appointment document between the City of Santa Clara and Kathy Bunce has been reviewed by this body and is attached herein;

**WHEREAS**, no matters, issues, terms or conditions related to this employment and appointment have been or will be placed on a consent calendar;

//

//

**WHEREAS**, the employment shall be limited to 960 hours per fiscal year;

**WHEREAS**, the compensation paid to retirees cannot be less than the minimum nor exceed the maximum monthly base salary paid to other employees performing comparable duties;

**WHEREAS**, effective December 22, 2024, the maximum hourly salary rate for the Temporary Employee position is \$214.06, and the minimum hourly equivalent is \$18.20;

**WHEREAS**, the hourly rate paid to Kathy Bunce will be \$78.22; and

**WHEREAS**, Kathy Bunce has not and will not receive any other benefit, incentive, compensation in lieu of benefit or other form of compensation in addition to this hourly pay rate.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY OF SANTA CLARA AS FOLLOWS:**

1. The City of Santa Clara hereby certifies the appointment of Kathy Bunce and that this appointment is necessary to fill the critically needed position of Temporary Employee for the City of Santa Clara. The retired annuitant was a Management Analyst for the Community Development Department and will be rehired performing the comparable duties of the Management Analyst classification. The hourly rate to be paid to Kathy Bunce is consistent with the salary for the classification of Management Analyst, as set forth in the published Unclassified Salary Plan.
2. The Community Development Department, Housing Division is responsible for specific tasks that include but are not limited to grant compliance, including Housing and Urban Development (HUD) reporting, funding of programs for Community Block Development Grants (CBDG), and monitoring compliance of HOME funds.

//

//

//

//

//

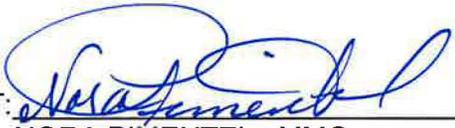
//

3. Ms. Bunce will assist with grant oversight, including reporting and overseeing grant funding and compliance, and oversee progress toward meeting CDBG timeliness by May 2026. Ms. Bunce will evaluate possible changes to the Neighborhood Conservation and Improvement Program (NCIP) home repair program to increase cost efficiency and impact. Ms. Bunce will assess and execute the FY 25/26 CDBG and HOME grant agreements with subrecipients once the agreements with HUD are signed. She will help prepare the 26/27 Annual Action Plan and train the new Management Analyst.

4. Effective date. This resolution shall become effective immediately.

I HEREBY CERTIFY THE FOREGOING TO BE A TRUE COPY OF A RESOLUTION PASSED AND ADOPTED BY THE CITY OF SANTA CLARA, CALIFORNIA, AT A REGULAR MEETING THEREOF HELD ON THE 21<sup>ST</sup> DAY OF OCTOBER, 2025, BY THE FOLLOWING VOTE:

AYES:	COUNCILORS:	Chahal, Cox, Gonzalez, Hardy, and Jain, and Mayor Gillmor
NOES:	COUNCILORS:	None
ABSENT:	COUNCILORS:	None
ABSTAINED:	COUNCILORS:	Park

ATTEST:   
NORA PIMENTEL, MMC  
ASSISTANT CITY CLERK  
CITY OF SANTA CLARA

Attachments incorporated by reference:  
1. Bunce, Kathy – Offer Letter



**City of  
Santa Clara**  
The Center of What's Possible

Human Resources

November 3, 2025

Kathy Bunce  
[REDACTED]

Dear Kathy,

Congratulations! This is to confirm our offer of employment for the As-Needed Temporary Employee (Retired Annuitant) (Job Code 349) position in the Community Development Department with the City of Santa Clara.

This letter serves as our offer of employment. Please review it carefully, sign on the designated signature line, and return the signed letter and attachments referenced below to Ashley Lancaster at [ALancaster@santaclaraca.gov](mailto:ALancaster@santaclaraca.gov).

Below are a few key provisions for your offer of employment:

- **Effective Date:** Monday, October 27, 2025
- **Salary:** Your hourly pay rate is \$78.22 per hour.
- **Employment Status:** As-Needed employment as a retired annuitant is not to be considered permanent. As such, this position is not subject to general wage increases or regular salary adjustments. This is an "at-will" position and hours in any given week is not guaranteed. Under CalPERS regulations and the City of Santa Clara practices, retired annuitants are not permitted to work more than 960 hours per fiscal year (July 1 through June 30). If you reach 960 hours during the fiscal year, your assignment will end.

**If you are OR will be employed by another CalPERS agency during the course of your employment with the City of Santa Clara, you must immediately notify the Human Resources Department of any change in your employment status.**

**By signing this offer, you acknowledge that you meet the retired annuitant rehire requirements set forth by CalPERS (refer to section Employment of a Retiree). If you have questions regarding rehire eligibility, please contact CalPERS before signing the offer letter.**

- **Pre-Hire Packet:**  
You must complete and sign the documents listed below and return them to your recruiter at [ALancaster@santaclaraca.gov](mailto:ALancaster@santaclaraca.gov) at the same time you return this letter, accepting the City's formal offer of employment:
  - I-9 Form (Page 1 only)
  - Designation of Beneficiary Form

- DMV Authorization for Release of Driver Record Information
  - New Employee Identification Form
  - Emergency Contact Form
  - EDD Employee's Withholding Allowance Certificate (State Tax Form)
  - Form W-4 (Federal Tax Form)
  - Direct Deposit Authorization Agreement
- **Form I-9 Employment Eligibility Verification:** All new employees are required to show documentation which proves their identity and their eligibility to work in the United States. A list of acceptable documentation can be found at <http://uscis.gov/i-9-central/acceptable-documents>. **Please bring I-9 employment verification identification with you on your first day of employment; original documents are required. You will not be eligible to work until you have completed your I-9 verification.**
  - **New Employee Orientation (NEO):** You are required to attend the NEO with the Human Resources Department to continue your employment. You have been scheduled to attend on:
    - **Date to be determined – you will be required to attend**
    - **City of Santa Clara – City Hall: Human Resources Department**
    - Free parking is available at the Triton Museum of Art parking lot (across the street from City Hall)
    - **Please bring your I-9 employment verification identification with you**

If you have questions, please contact the Human Resources Department at (408) 615-2080.

Sincerely,

[Redacted Signature]

Ashley Lancaster  
Human Resources Department, Acting Assistant Director

*As a CalPERS retired annuitant, I understand it is my responsibility to confirm my CalPERS retirement formula and eligibility for rehire with CalPERS. I understand violation of CalPERS rules may jeopardize my retirement with CalPERS. I have reviewed the CalPERS guidelines for retired annuitants. <https://www.calpers.ca.gov/retirees/working-after-retirement/retired-annuitant>. Initial [Redacted]*

I accept the terms and conditions of my employment with the City of Santa Clara.

[Redacted Signature]  
Kathy Bunce

Date: 11-5-25

cc: Adam Marcus, Housing and Community Services Division Manager