



DATE: January 19, 2017

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT: Revised City Classification and Salary Plan for Fiscal Year 2017 – Updated January 19, 2017

RECOMMENDATION

That the Personnel Commission, after a public hearing:

1. Reviews and adopts a revised classification plan for each position in the City’s classified service for Fiscal Year 2017; and
2. Recommends to the City Council adoption of a revised salary plan for each position in the City’s classified service for Fiscal Year 2017.

BACKGROUND/DISCUSSION

As required by the Municipal Code, the Salary Plan for FY 2017 has been updated to reflect all the classifications in the City’s classified service, including the salary range adjustment of eleven (11) current classifications within the SEIU Local 1021 Maintenance and Operations Unit. The following changes were made:

1. SEIU Local 1021 Maintenance Salary Range Adjustments – Per Section 9.02 of the Memorandum of Understanding between the City of Hayward and the SEIU Local 1021 Maintenance and Operations Unit, the salary ranges of five (5) job classifications are to be set at 15% above the highest base wage rate of the linked classifications. During a review of the classifications, it was determined that not all salary ranges maintained the minimum 15% difference. Additionally, differences between salary steps (1-5) of those classifications and linked classifications are being recalibrated to maintain the 15% difference at each step. Eleven (11) total classifications are affected. Their ranges are as follows:

Position	Step 1	Step 2	Step 3	Step 4	Step 5
Cross Connection Specialist	\$29.82	\$31.31	\$32.88	\$34.52	\$36.25
Backflow/Cross Connection Tester	\$25.93	\$27.23	\$28.59	\$30.02	\$31.52

Senior Utility Customer Service Leader	\$34.29	\$36.01	\$37.81	\$39.70	\$41.69
Senior Utility Leader	\$36.11	\$37.92	\$39.81	\$41.81	\$43.90
Utility Leader	\$31.40	\$32.97	\$34.62	\$36.35	\$38.17
Senior Utility Leader - Sewer	\$37.26	\$39.12	\$41.08	\$43.13	\$45.29
Utility Leader - Sewer	\$32.40	\$34.02	\$35.72	\$37.50	\$39.38
Groundskeeper III	\$33.03	\$34.68	\$36.41	\$38.23	\$40.15
Groundskeeper II	\$28.72	\$30.16	\$31.66	\$33.25	\$34.91
Senior Maintenance Leader	\$33.69	\$35.38	\$37.14	\$39.00	\$40.95
Maintenance Leader	\$29.30	\$30.76	\$32.30	\$33.91	\$35.61

FISCAL IMPACT

The recalibration of these eleven (11) classifications will cost approximately \$1,300 as six (6) employees are currently working at a salary step that will receive an increase. The cost for this increase will be absorbed by the City’s General Fund or the Enterprise Funds depending on the classification.

Prepared by: Anthony Phillip, Human Resources Analyst I

Recommended by: Nina S. Collins, Director of Human Resources

Approved By:



Kelly McAdoo, City Manager