

# **CITY OF HAYWARD**

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
[www.Hayward-CA.gov](http://www.Hayward-CA.gov)



CITY OF  
**HAYWARD**  
HEART OF THE BAY

## **Agenda**

**Thursday, June 17, 2021**

**5:30 PM**

**Remote Participation**

## **Personnel Commission**

COVID-19 Notice: Consistent with State of California Executive Order No. 29-20, dated March 17, 2020 and Alameda County Health Officer Order No. 20-10 dated April 20, 2020, the Personnel Commission will be participating in public meetings via phone/video conferencing.

Please note that we are now using the Zoom Webinar platform to conduct the meeting and receive live public comments.

*How to submit written Public Comment:*

*Send an email to [Human.Resources@hayward-ca.gov](mailto:Human.Resources@hayward-ca.gov) by 12:00pm noon the day of the meeting. Emails will be compiled into one file, distributed to the Personnel Commission and City staff, and published on the City's Meeting & Agenda Center under Documents Received After Published Agenda.*

*<https://hayward.legistar.com/Calendar.aspx>*

*The Chair will read all email comments, provided the reading will not exceed three (3) minutes consistent with the time limit for speakers at Personnel Commission meetings. Email comments will become part of the record of the Personnel Commission meeting.*

*How to provide live Public Comment during the meeting:*

*Please click the link below to join the webinar:*

*<https://hayward.zoom.us/j/95606284091?pwd=NTBnZ1F1K3crUElyTzdCN0JwZWdYZz09>*

*Webinar ID: 956 0628 4091*

*Passcode: #m6@sPc\**

*Or Dial for higher quality:*

*US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 312 626 6799 or +1 929 205 6099  
or +1 301 715 8592*

*Webinar ID: 956 0628 4091*

*Passcode: 79076196*

## **CALL TO ORDER**

## **PLEDGE OF ALLEGIANCE**

## **ROLL CALL**

## **PUBLIC COMMENTS:**

*The Public Comment section provides an opportunity to address the Oversight Board on items not listed on the agenda. The Board welcomes your comments and requests that speakers present their remarks in a respectful manner, within established time limits, and focus on issues which directly affect the Board or are within the jurisdiction of the Board as the Board is prohibited by State law from discussing items not listed on the agenda, your item will be taken under consideration and may be referred to staff.*

**MINUTES**

1. [MIN 21-077](#) Review and Approve the March 11, 2021 Personnel Commission Meeting Minutes  
  
**Attachments:** [Attachment I Minutes](#)
2. [MIN 21-078](#) Review and Approve the May 6, 2021 Personnel Commission Meeting Minutes  
  
**Attachments:** [Attachment I Minutes](#)

**REPORTS**

City Council Liaison (Informational)

Director of Human Resources (Informational)

3. [RPT 21-072](#) Review the Proposed Fiscal Year 2022 Agenda Planning Calendar  
  
**Attachments:** [Attachment I Staff Report](#)

**ACTION ITEMS**

4. [ACT 21-055](#) Review the Revised Job Description for Family Counselor  
  
**Attachments:** [Attachment I Staff Report](#)  
[Attachment II Revised Job Description - Redlined Version](#)  
[Attachment III Revised Job Description - Clean Version](#)  
[Attachment IV Police Department Org Chart](#)
5. [ACT 21-056](#) Review the Revised Job Description for Management Fellow  
  
**Attachments:** [Attachment I Staff Report](#)  
[Attachment II Revised Job Description - Redlined Version](#)  
[Attachment III Revised Job Description - Clean Version](#)  
[Attachment IV City Manager's Office Org Chart](#)

6. [PH 21-053](#) Adopt the Revised Classification Plan and Review and Recommend to Council Adoption of the Revised Salary Plan for Fiscal Year 2022

**Attachments:** [Attachment I Staff Report](#)  
[Attachment II FY 2022 Salary Plan](#)  
[Attachment III FY 2022 Classification Plan](#)

## **BOARD MEMBER/STAFF ANNOUNCEMENTS AND REFERRALS**

## **ADJOURNMENT**

### **NEXT SPECIAL MEETING – July 15, 2021**

*Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans Disabilities Act of 1990. Interested persons must request the accommodation at least 48 hours in advance of the meeting by contacting the City Manager at (510) 583-4300 or TDD (510) 247-3340.*



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**File #:** MIN 21-077

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**DATE:** June 17, 2021

**TO:** Personnel Commission

**FROM:** Director of Finance/Interim Director of Human Resources

**SUBJECT**

Review and Approve the March 11, 2021 Personnel Commission Meeting Minutes

**RECOMMENDATION**

That the Personnel Commission reviews and approves the March 11, 2021 meeting minutes.

**ATTACHMENTS**

Attachment I          Minutes



**CITY OF HAYWARD  
PERSONNEL COMMISSION  
MINUTES  
Regular Meeting  
Thursday, March 11, 2021  
Zoom Meeting (Virtual)**

A special meeting of the City of Hayward Personnel Commission was called to order virtually at 5:30 p.m. on Thursday, March 11, 2021, via a Zoom conference call.

**CITY STAFF:**

Adam Perez, Records Administrator  
Alex Ameri, Director of Public Works and Utilities  
Anthony Phillip, Human Resources Analyst II  
Bert Weiss, Utilities O&M Manager  
Daryl Lockhart, Utilities Field Services Supervisor  
Dustin Claussen, Director of Finance/Interim Director of Human Resources  
Janice Cahee, Human Resources Analyst I  
Kakshi Master, Human Resources Analyst II  
Laurel James, Management Analyst II  
Lisette Del Pino, Human Resources Analyst II  
Vadim Sidelnikov, Deputy City Attorney  
Vanessa Lopez, Senior Human Resources Analyst

<b>Attendance</b>	<b><u>REGULAR MEETINGS</u></b>			<b><u>SPECIAL MEETINGS</u></b>	
	<b>Present 3.11.2021 Regular Meeting</b>	<b>Present to Date This Fiscal Yr.</b>	<b>Absent to Date This Fiscal Yr.</b>	<b>Present to Date This Fiscal Yr.</b>	<b>Absent to Date This Fiscal Yr.</b>
Erika Cortez	X	1	-	1	1
*Nicolia Gooding	X	1	-	1	1
Zheefong He	X	1	-	2	0
Robert Gaumer	X	1	-	2	0
Denise Thompson	X	1	-	2	0
Randy Wright	X	1	-	2	0
Rachel Zargar	X	1	-	2	0

X = present    O = absent

\* Chair Person

**PUBLIC COMMENTS**

None.

## **BUDGET OVERVIEW**

Dustin Claussen, Director of Finance/Interim Director of Human Resources gave an overview of the General Fund Budget and answered questions.

## **APPROVAL OF MINUTES**

1. Approval of January 28, 2021 Meeting Minutes (Action)

(M/S/P) (Zargar/Thompson) Approved – 7 AYES

## **REPORTS**

### City Council Liaison (Information)

Council Member Mark Salinas mentioned that we have completed elections since we last met and that we have a new Council Member, Angela Andrews. He stated that the City Council has spent a lot of time focusing on establishing priorities and has revisited the Council's strategic initiatives to ensure they are still relevant, especially as we move into a new phase of the pandemic.

Council Member Salinas added that the Council had a retreat last month where they participated in planning and team building activities. He also provided updates on economic development and the Housing & Homeless Task Force.

Lastly, Council member Salinas stated that the City has shifted to COVID-19 testing and vaccinating; and is currently at Tier 1B. He added that our goal is to get the City's economy open again, even if incremental. Council Member Salinas applauded Director Claussen for keeping the City financially solvent over the last year, with his tactical expertise.

Commissioner Wright commended the City's staff at the Firehouse Clinic for their efficiency, professionalism, and kindness. He added that he reached out to City Manager Kelly McAdoo and Fire Captain Don Nichelson directly to convey this message.

### Interim Director of Human Resources (Information)

Director of Finance/Interim Director of Human Resources Dustin Claussen stated that the City recently held its Employee Service Awards, virtually, recognizing employees who reached service milestones of 10 years or more, in increments of 5 years, thereafter. He added that 60+ employees were recognized.

Director Claussen also added that the City has shifted from COVID-19 testing to vaccinating the community, including City staff that are forward facing.

Lastly, Director Claussen stated that the City Manager should have an update on Director of Human Resources recruitment soon.

2. Receive the Proposed 2021 Calendar Year Agenda Planning Calendar

Report received by the Personnel Commission without comments.

**ACTION ITEMS**

3. Review the Revised Job Description for the Police Records Clerk I/II

Human Resources Analyst Lisette Del Pino and Records Administrator Adam Perez gave an overview of the Police Records Clerk I/II job specification and answered questions.

(M/S/P) (Wright/Zargar) Approved. 7 AYES.

Commissioner Zargar asked if this position processes requests related to body worn camera footage.

Records Administrator Perez answered that yes, staff is responsible for these types of requests as a part of public records act requests and subpoenas, and that they complete a training specific to these requests.

Commissioner Wright asked if, in lieu of a typing certificate, an alternate test method would be provided. He asked what method would be provided.

Human Resources Analyst Del Pino answered that Human Resources currently uses OPAC, which will be upgraded in the near future to TestGenius, pending the approval of the mid-year budget process. This program will test data entry and accuracy, and can be administered this remotely.

Commissioner Wright asked what “fine coordination” is as listed in the Special Requirements section.

Human Resources Analyst Del Pino answered that it refers to small motor skills, such as grasping a pen.

4. Review the Revised Job Description for Customer Field Technician

Human Resources Analyst Lisette Del Pino, Director of Public Works & Utilities Alex Ameri, Bert Weiss and Daryl Lockhart gave an overview of the Customer Field Technician job specification and answered questions.

(M/S/P) (Wright/Thompson) Approved. 7 AYES.

Commissioner Wright asked if the word “manually” can be removed from “manually reads water meters”.

Director Ameri answered that the City has 37K water meters that are read automatically, and occasionally there may be a glitch that requires the

Commissioner Cortez asked if the person is required to obtain the two required certificates on their own or if there is a City program they go through.

Director Ameri answered that the City pays for the incumbent to attend classes to obtain the necessary certificates.

Commissioner Wright asked if a special driver’s license required for this position.

Director Ameri answered no, a standard Class C Driver’s License is sufficient.

5. Review the Revised Job Description for Management Fellow

Human Resources Analyst Lisette Del Pino and Management Analyst Laurel James gave an overview of the Management Fellow job specification and answered questions.

(M/S/P) Item will be brought back in June for approval.

Chair Gooding asked how it would be determined if an incumbent can be extended from one (1) year to two (2) years.

Human Resources Analyst Del Pino answered that it is at the discretion of the City Manager.

Chair Gooding asked if the Commission is being asked to approve the extension of the current incumbent.

Human Resources Analyst Del Pino answered that the Commission would be approving the extension for the current fellow or future incumbents.

Commissioner Thompson asked if this classification is a part of the Management Analyst pre-series.

Management Analyst James answered yes, the Management Fellow classification has been used as an entry level opportunity, allowing the City to recruit for management analysts.

Commissioner Wright asked if Administrative Rule 2.65A, which is referenced in the report, has been modified to reflect this change.

Management Analyst James answered that the Administrative Rule is drafted pending the approval of the updated classification.

Commissioner Cortez asked if the Master's Degree is required to apply for the fellowship program.

Management Analyst James answered that this program is meant for those that have completed the Master's program or are within one (1) year of graduation.

Chair Gooding asked for clarification on what the Personnel Commission is voting on.

Human Resources Analyst Del Pino answered that the Personnel Commission is voting on extending the Management Fellow program from one (1) year to two (2) years.

Chair Gooding stated she had a concern as to when an additional year would be offered and asked if that would be equitable.

Director Claussen added that up to this point, this position has not been more than a one-year assignment to gain experience. He added that the current request is for an exception, given this exceptional year.

Commissioner Zargar asked if there's a risk with going forward with a 2-year assignment.

Director Claussen answered that there isn't much of a risk at all. He reiterated that this position is meant to offer exposure and experience in the City Manager's Office.

Commissioner Zargar suggested that we recommend making this position a 2-year program and that it's up to the City to discern whether the fellow stays or not at that point.

Director Claussen agreed with Commissioner Zargar's recommendation. Human Resources Analyst Del Pino added that we would check-in with City Manager Kelly McAdoo to ensure she's onboard and that this item would be brought back to the June Personnel Commission meeting for approval.

6. Adopt the Revised Classification Plan and Review and Recommend to Council the Adoption of the Revised Salary Plan for Fiscal Year 2021

Director Claussen gave an overview of the revised Salary Plan. The revised Salary Plan has been updated to reflect salary adjustments to the Planning Manager, Water Meter Mechanic, Hazardous Materials Program Coordinator, Maintenance Leader, Senior Maintenance Leader, and Reserve Officer Coordinator classifications. The Salary Plan has also been updated to add the Customer Field Technician and

deactivate the Water Meter Reader classification.

(M/S/P) (Gaumer/Zargar) Approve Classification Plan – Approved. 7 AYES

(M/S/P) (Gaumer/Thompson) Recommended to Council for Approval – Approved.  
7 AYES

### **RECRUITMENT DIVERSITY REPORT (ORAL REPORT)**

Human Resources Technician Wayne Smith presented the new format of the Recruitment Diversity Report over the last three (3) fiscal years to the Personnel Commission and answered questions.

### **COMMITTEE MEMBER/STAFF ANNOUNCEMENTS AND REFERRALS**

### **ADJOURNMENT**

Meeting was adjourned at 7:31 p.m.

  
\_\_\_\_\_  
Dustin Claussen, Director of Finance/  
Interim Director of Human Resources



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**File #:** MIN 21-078

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**DATE:** June 17, 2021

**TO:** Personnel Commission

**FROM:** Director of Finance/Interim Director of Human Resources

**SUBJECT**

Review and Approve the May 6, 2021 Personnel Commission Meeting Minutes

**RECOMMENDATION**

That the Personnel Commission reviews and approves the May 6, 2021 meeting minutes.

**ATTACHMENTS**

Attachment I          Minutes



**CITY OF HAYWARD  
PERSONNEL COMMISSION  
MINUTES  
Special Meeting  
Thursday, May 6, 2021  
Zoom Meeting (Virtual)**

A special meeting of the City of Hayward Personnel Commission was called to order virtually at 5:30 p.m. on Thursday, May 6, 2021, via a Zoom conference call.

**CITY STAFF:**

Alex Ameri, Director of Public Works and Utilities  
Anthony Phillip, Human Resources Analyst II  
Dustin Claussen, Director of Finance/Interim Director of Human Resources  
Janice Cahee, Human Resources Analyst I  
Lisette Del Pino, Human Resources Analyst II  
Vadim Sidelnikov, Deputy City Attorney  
Vanessa Lopez, Senior Human Resources Analyst

Attendance	<u>REGULAR MEETINGS</u>			<u>SPECIAL MEETINGS</u>	
	Present 5.6.2021 Special Meeting	Present to Date This Fiscal Yr.	Absent to Date This Fiscal Yr.	Present to Date This Fiscal Yr.	Absent to Date This Fiscal Yr.
Erika Cortez	X	1	-	2	1
*Nicolia Gooding	X	1	-	2	1
Zheefong He	X	1	-	3	0
Robert Gaumer	X	1	-	3	0
Denise Thompson	X	1	-	3	0
Randy Wright	O	1	-	2	1
Rachel Zargar	X	1	-	3	0

X = present    O = absent

\* Chair Person

**PUBLIC COMMENTS**

None.

**REPORTS**

City Council Liaison (Information)

Council Member Mark Salinas started by wishing all of the mothers a happy Mother's

Page 1 of 4

Day. He continued to thank Director Claussen for his assistance with the Human Resources Department.

Council Member Salinas also added that on Tuesday, the City Council approved \$4.9M for affordable housing and that a Request for Proposals would be distributed to developers for medium-high density development and to build with a strong equity lens.

Lastly, Council Member Salinas encouraged the Commission to bring agenda items to the table, as it pertains to recruitment, outreach, hiring, and retention.

#### Interim Director of Human Resources (Information)

Director of Finance/Interim Director of Human Resources Dustin Claussen stated that this will be his last meeting as the Personnel Commission Liaison. He also announced that the City has hired Jana Sangy as the new Director of Human Resources. She will be starting on May 24<sup>th</sup> and will be a great fit for the City of Hayward organization.

Lastly, Director Claussen stated that the City is in labor negotiations with three miscellaneous groups. He also added that the City is in budget season and should have an adopted budget for fiscal year 2022 in the next month.

#### 1. Receive the Proposed 2021 Calendar Year Agenda Planning Calendar

Report received by the Personnel Commission without comments.

### **ACTION ITEMS**

#### 2. Abolish the WPCF Lead Operator Employment Register (Eligible List)

Human Resources Analyst Lisette Del Pino gave an overview of this item and answered questions.

(M/S/P) (Zargar/Thompson) Approved. 6 AYES.

Commissioner Zargar asked about the benefit of using an eligible list as opposed to having an ongoing pool of potential candidates.

Director Claussen answered that we do have ongoing pools of candidates for some positions throughout the City. However, having a hard deadline to apply leads to more people applying. He added that while having an ongoing recruitment seems effective and efficient, it also requires more time and work.

Human Resources Analyst Del Pino added that we do have open until filled recruitments for those harder to fill positions and gave an example of one.

Commissioner Zargar asked if this position is highly specialized and/or hard to fill.

Director Claussen answered yes, but deferred to Director Ameri.

Director Ameri agreed that it is a highly specialized position, as it requires certification from the Water Board. He also added that the pool of candidates for this recruitment isn't very large.

Commissioner Gaumer asked how common it is to extinguish eligible lists prematurely.

Human Resources Analyst Del Pino answered not often, as Human Resources tries to use the lists that are established. However, in this instance, it was a small pool of candidates and it's not common to have a high turnover in this classification.

Commissioner Cortez asked if the candidates that were deemed ineligible can apply again.

Director Claussen answered yes.

### 3. Review the Revised Job Description for Deputy Director of Public Works

Director of Finance/Interim Director of Human Resources Dustin Claussen and Director of Public Works & Utilities Alex Ameri gave an overview of the Deputy Director of Public Works job specification and answered questions.

(M/S/P) (Zargar/Thompson) Approved. 6 AYES.

Commissioner Gaumer asked what the justification is for eliminating the PE requirement.

Director Ameri answered that the intent isn't to limit this position to engineers, but to allow those with planning experience in transportation to apply as well.

Commissioner Zargar asked about the language used throughout the classification, "If assigned to Transportation..." and "If assigned to Engineering Services..."; is it either or, or does it incorporate everything.

Director Ameri answered yes, there is a difference between the two separate, distinct positions although they share the common title of Deputy Director of Public Works; one is for Engineering and one is for Transportation.

Commissioner Zargar asked if there is any insight on law enforcement or feedback received from different areas impacted by traffic situations, accidents, or speeding; and what can be done to limit that likelihood.

Director Ameri answered that the Public Works Department works very closely with the Police Department when it comes to improving traffic situations and reducing speeding. He added that law enforcement is not the only way to reduce speeding, but that the design of streets, signage, and structural changes contribute to increasing/reducing speeding (i.e. narrowing lanes where possible, planting trees, installing speed bumps/humps, etc.).

#### **COMMITTEE MEMBER/STAFF ANNOUNCEMENTS AND REFERRALS**

Commissioner Gaumer stated that today is Commissioner Wright's birthday.

Human Resources Analyst Del Pino thanked Director Claussen for his support and guidance to the Human Resources department during this time.

Chair Gooding commended the Human Resources team and hopes for a smooth transition with the new director. Lastly, Chair Gooding thanked Council Member Salinas for attending tonight's meeting.

#### **ADJOURNMENT**

Meeting was adjourned at 6:17 p.m.

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Dustin Claussen, Director of Finance/  
Interim Director of Human Resources



# CITY OF HAYWARD

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**File #:** RPT 21-072

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**DATE:** June 17, 2021

**TO:** Personnel Commission

**FROM:** Director of Finance/Interim Director of Human Resources

**SUBJECT**

Review the Proposed Fiscal Year 2022 Agenda Planning Calendar

**RECOMMENDATION**

That the Personnel Commission reviews and comments on this report.

**ATTACHMENTS**

Attachment I      Staff Report



**DATE:** June 17, 2021

**TO:** Personnel Commission

**FROM:** Director of Finance/Interim Director of Human Resources

**SUBJECT:** Review the Proposed 2022 Fiscal Year Agenda Planning Calendar

### RECOMMENDATION

That the Personnel Commission reviews and comments on this report.

### DISCUSSION

For the Commission's consideration, staff recommends the following tentative agenda for the 2022 fiscal year.

Thursday, June 17, 2021	
Minutes (2)	
FY 2022 Agenda Planning Calendar	
<u>Crime Scene Specialist</u>	
<u>Family Counselor</u>	
<u>Management Fellow</u>	
<u>Laborer</u>	
<u>Lead Sweeper Equipment Operator</u>	
<u>Senior Utility Leader – Water</u>	
<u>Utility Worker – Sewer / Senior Utility Leader – Sewer</u>	
FY 2022 Salary and Classification Plan	
Special Meeting – Thursday, July 15, 2021	
Minutes	
FY 2022 Agenda Planning Calendar	
<u>Community Service Officer</u>	
<u>Community Medic *New Classification*</u>	
<u>Laborer</u>	
<u>Labor Intern</u>	
<u>Lead Sweeper Equipment Operator</u>	
<u>Senior Utility Leader – Water</u>	
<u>Utility Worker - Sewer / Senior Utility Leader – Sewer</u>	

<b>Special Meeting - Thursday, September 16, 2021</b>	
Minutes	
FY 2022 Agenda Planning Calendar	
<u>Lead Sweeper Equipment Operator</u>	
FY 2022 Salary and Classification Plan	
<b>Thursday, December 9, 2021</b>	
Minutes	
FY 2022 Agenda Planning Calendar	
FY 2022 Salary and Classification Plan	
Recruitment Diversity Report	
<b>Thursday, March 10, 2022</b>	
Minutes	
FY 2022 Agenda Planning Calendar	
FY 2022 Salary and Classification Plan	
Recruitment Diversity Report	
<b>Thursday, June 9, 2022</b>	
Minutes	
FY 2023 Agenda Planning Calendar	
FY 2023 Salary and Classification Plan	
Recruitment Diversity Report	

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<sup>1</sup> Staff recommends Strike Out items be removed or rescheduled from previously approved planning calendar

<sup>2</sup> Staff recommends Underlined items be added (new) or rescheduled from previously approved planning calendar

## NEXT STEPS

Upon direction from the Commission, staff will revise the above list and schedule items accordingly for fiscal year 2022.

*Prepared by:* Candi Jackson, Human Resources Administrative Assistant

*Recommended by:* Dustin Claussen, Director of Finance/Interim Director of Human Resources

*Approved by:*




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Kelly McAdoo, City Manager



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**File #:** ACT 21-055

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**DATE:** June 17, 2021

**TO:** Personnel Commission

**FROM:** Director of Finance/Interim Director of Human Resources

**SUBJECT**

Review the Revised Job Description for Family Counselor

**RECOMMENDATION**

That the Personnel Commission reviews and comments on the revised job description for the Family Counselor classification to ensure that the employment standards are job-related. Job-related standards address all aspects of the job description, including supervision exercised, education, special requirements, and experience.

**SUMMARY**

The changes to the job description are intended to expand the experience requirements of the Family Counselor to broaden the experience and allow graduate level internship training as qualifying experience.

**ATTACHMENTS**

Attachment I	Staff Report
Attachment II	Revised Job Description - Redlined Version
Attachment III	Revised Job Description - Clean Version
Attachment IV	Police Department Org Chart



**DATE:** June 17, 2021

**TO:** Personnel Commission

**FROM:** Director of Finance/Interim Director of Human Resources

**SUBJECT:** Review the Revised Job Description for Family Counselor

### **RECOMMENDATION**

That the Personnel Commission reviews and comments on the revised job description for the Family Counselor classification to ensure that the employment standards are job-related. Job-related standards address all aspects of the job description, including supervision exercised, education, special requirements, and experience.

### **SUMMARY**

The changes to the job description are intended to expand the experience requirements of the Family Counselor to broaden the experience and allow graduate level internship training as qualifying experience.

### **BACKGROUND AND DISCUSSION**

In addition to adoption and approval of the City's Classification Plan, the Personnel Commission reviews job descriptions to ensure that employment standards are job-related. The City utilizes a standard format when creating and revising job descriptions. The Human Resources Department staff review all job descriptions with the respective departments and updates each to align the job description with the City's Classification Plan. In addition, prior to initiating a recruitment process, Human Resources staff make necessary adjustments to job requirements to ensure that the needs of the department are met.

The Family Counselor job description has been revised to update the experience requirements to include applicants that have completed a graduate level internship program. Many internship programs provide a solid theoretical and experiential base foundation for future professional work in mental health and social services. These internship programs are designed to last nine (9) to twelve (12) months. During their training year, interns may provide the following to children and their families: individual therapy, group therapy, family therapy, initial intake evaluations, case management, and much more. Expanding the qualifications to include graduate level internship experience will eliminate a barrier to

employment for recently graduated students that possess a Master's Degree in Counseling, Clinical Psychology, Clinical Social Work or a closely related field.

The job description for the Family Counselor was shared with representatives of International Federation of Professional and Technical Engineers (IFPTE) and its representatives are in agreement with the change. A redlined version of the job description showing all proposed tracked changes as well as a final clean version are attached for the Commission's review.

## **FISCAL IMPACT**

There are no fiscal impacts associated with the review of the revised job description.

## **STRATEGIC ROADMAP**

The Strategic Roadmap outlines the City of Hayward's highest priorities over the next three years and a roadmap of specific actions to get there. This is a routine agenda item and support the following Council Strategic Roadmap initiatives:

### *Support Quality of Life*

Item 9 – Expand existing support services offered by the Hayward Police Department Youth and Family Services Bureau to include life skills, and reduce inefficient use of staff resources.

*Prepared by:* Lisette Del Pino, Human Resources Analyst II

*Recommended by:* Vanessa Lopez, Senior Human Resources Analyst  
Dustin Claussen, Director of Finance/Interim Director of Human Resources

*Approved by:*



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Kelly McAdoo, City Manager

## 7CITY OF HAYWARD

FAMILY COUNSELORDEFINITION

Under general direction, the Family Counselor provides crisis intervention, counseling, and referral services to youth, families, and individuals and performs other related duties as required, such as school based, case management, and gang prevention/intervention services.

DISTINGUISHING CHARACTERISTICS

This is a journey level professional classification and the incumbent performs the full range of counseling duties within the Youth and Family Services Bureau of the Hayward Police Department. Employees at this level receive occasional instruction as new or unusual situations arise. Positions in this classification differ from the higher level Counseling Supervisor in that the latter is responsible for providing direct supervision to professional and clerical staff.

SUPERVISION RECEIVED

General supervision is provided by a Counseling Supervisor under the direction of the Youth and Family Services Administrator.

SUPERVISION EXERCISED

May provide lead direction to Interns.

ESSENTIAL DUTIES

Duties may include but are not limited to the following:

Provides crisis intervention services to youth, families, individuals, and couples including but not limited to crises involving incorrigible youth, dependent children under the court's custody, domestic violence, first time offenders, and the hospitalization of individuals dangerous to self and others.

Provides counseling to youth, families, couples, individuals and groups.

Maintains crisis intake log, case files and service statistics.

Provides referral information to the public, and other agencies.

Participates in division, department, community and school meetings.

Provides support service, consultation and training to patrol officers on juvenile and mental health topics.

ESSENTIAL DUTIES (continued):

Provides case management services to youth and their families.

Provides school based services to students and their families, including consultation and training for school administrators and teachers, implementation of school climate initiatives, and coordination of site-based student support services

Provides gang prevention and intervention services to at risk and gang involved youth and their families.

Maintains formal and informal liaison with mental health professionals and service providers including courts, schools, private therapists, hospitals, probation and other agencies.

Provides emergency psychological evaluation and recommendations.

Responds to critical incidents and other in-field emergency situations

Performs related work as necessary.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

The theory and principles of human development, particularly child development.

The theory and principles of social aspects of mental and emotional adjustment, including normal and abnormal behavior.

Principles, methods and current practices of crisis intervention and counseling, which includes interviewing techniques, assessment and treatment modalities.

Principles, methods and current practices of social casework.

The theory and principles of child abuse, elder abuse and domestic violence treatment.

The theory, principles and current practices of gang prevention and intervention.

Diagnostic and Statistical Manual of Mental Disorders (DSM V) system of diagnosis.

Proficiency in the use of computer skills, including multiple software formats, email and storage of digital files.

### JOB RELATED AND ESSENTIAL QUALIFICATIONS (continued):

#### Knowledge of: (continued):

Community resources in the mental health and human services areas.

#### Ability to:

Perform crisis intervention and counseling services.

Establish effective and productive casework relationships with youth, families, and individuals.

Establish cooperative working relationships with police officers in the handling of crisis calls.

Establish cooperative working relationships with educators and school site personnel.

Work independently, make sound decisions and set priorities under stressful conditions.

Work collaboratively in the highly structured environment of a police department while maintaining accepted professional standards of clinical practice.

Communicate effectively, both verbally and in writing.

Maintain records, including statistics, and to prepare reports.

Work varied shifts.

Effectively manage time, meet deadlines and prioritize workload.

### EXPERIENCE AND EDUCATION

Any combination of experience and education equivalent to that which would likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge, skills and abilities would be:

Experience: One (1) year providing counseling or psychotherapy to youth, families, groups and individuals. Experience with probation involved or at-risk youth and experience with school based mental health services are highly desirable; experience working in school settings is highly desirable.

OR

One (1) academic year of graduate level internship experience. One (1) relevant clinical internship placement is desirable.

### EXPERIENCE AND EDUCATION (continued):

Education: Equivalent to a Master's Degree from an accredited college or university in Counseling, Clinical Psychology, Clinical Social Work or a closely related field or a Doctorate in Clinical or Counseling Psychology.

License: Possession of a valid License in Marriage and Family Therapy (L.M.F.T.), Licensed Clinical Social Work (L.C.S.W.), Licensed Professional Counselor (L.P.C), Licensed Clinical Psychologist or a closely related field is highly desirable.  
Possession and maintenance of a valid Class C California Driver's License.

### SPECIAL REQUIREMENTS

Essential duties require the mental and/or physical ability to: work in a standard office environment and use standard office equipment and current software; to grasp, perform repetitive hand movements and fine coordination to prepare documents and data using a computer keyboard and mouse/trackball; sit for prolonged periods of time; walk, stand, crouch, reach, twist, turn, kneel, bend, squat, stoop and safely lift and move equipment and materials weighing up to 25 pounds; converse by telephone, by email, in person, and to small or large groups and be clearly understood; read and comprehend legal, technical and complex documents; interact with the public and all different levels of City staff in an effective and professional manner; and safely drive to various locations throughout the City and County to travel to fulfill assigned duties. Essential functions must be performed with or without reasonable accommodations.

PROBATIONARY PERIOD: One (1) year.

T550CS44T550 Family Counselor

May 1973

Revised May 1975

Revised March 1985;

October 1985 FCNSLI

Revised August 2011

Revised July 2016

Revised June 17, 2021

AAP GROUP: 4

FPPC STATUS: Non-Designated

FLSA STATUS: Exempt

## CITY OF HAYWARD

FAMILY COUNSELORDEFINITION

Under general direction, the Family Counselor provides crisis intervention, counseling, and referral services to youth, families, and individuals and performs other related duties as required, such as school based, case management, and gang prevention/intervention services.

DISTINGUISHING CHARACTERISTICS

This is a journey level professional classification and the incumbent performs the full range of counseling duties within the Youth and Family Services Bureau of the Hayward Police Department. Employees at this level receive occasional instruction as new or unusual situations arise. Positions in this classification differ from the higher level Counseling Supervisor in that the latter is responsible for providing direct supervision to professional and clerical staff.

SUPERVISION RECEIVED

General supervision is provided by a Counseling Supervisor under the direction of the Youth and Family Services Administrator.

SUPERVISION EXERCISED

May provide lead direction to Interns.

ESSENTIAL DUTIES

Duties may include but are not limited to the following:

Provides crisis intervention services to youth, families, individuals, and couples including but not limited to crises involving incorrigible youth, dependent children under the court's custody, domestic violence, first time offenders, and the hospitalization of individuals dangerous to self and others.

Provides counseling to youth, families, couples, individuals and groups.

Maintains crisis intake log, case files and service statistics.

Provides referral information to the public, and other agencies.

Participates in division, department, community and school meetings.

Provides support service, consultation and training to patrol officers on juvenile and mental health topics.

ESSENTIAL DUTIES (continued):

Provides case management services to youth and their families.

Provides school based services to students and their families, including consultation and training for school administrators and teachers, implementation of school climate initiatives, and coordination of site-based student support services

Provides gang prevention and intervention services to at risk and gang involved youth and their families.

Maintains formal and informal liaison with mental health professionals and service providers including courts, schools, private therapists, hospitals, probation and other agencies.

Provides emergency psychological evaluation and recommendations.

Responds to critical incidents and other in-field emergency situations

Performs related work as necessary.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

The theory and principles of human development, particularly child development.

The theory and principles of social aspects of mental and emotional adjustment, including normal and abnormal behavior.

Principles, methods and current practices of crisis intervention and counseling, which includes interviewing techniques, assessment and treatment modalities.

Principles, methods and current practices of social casework.

The theory and principles of child abuse, elder abuse and domestic violence treatment.

The theory, principles and current practices of gang prevention and intervention.

Diagnostic and Statistical Manual of Mental Disorders (DSM V) system of diagnosis.

Proficiency in the use of computer skills, including multiple software formats, email and storage of digital files.

JOB RELATED AND ESSENTIAL QUALIFICATIONS (continued):

Knowledge of (continued):

Community resources in the mental health and human services areas.

Ability to:

Perform crisis intervention and counseling services.

Establish effective and productive casework relationships with youth, families, and individuals.

Establish cooperative working relationships with police officers in the handling of crisis calls.

Establish cooperative working relationships with educators and school site personnel.

Work independently, make sound decisions and set priorities under stressful conditions.

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Communicate effectively, both verbally and in writing.

Maintain records, including statistics, and to prepare reports.

Work varied shifts.

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EXPERIENCE AND EDUCATION

Any combination of experience and education equivalent to that which would likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge, skills and abilities would be:

Experience: One (1) year providing counseling or psychotherapy to youth, families, groups and individuals. Experience with probation involved or at-risk youth and experience with school based mental health services are highly desirable; experience working in school settings is highly desirable.

OR

One (1) academic year of graduate level internship experience. One (1) relevant clinical internship placement is desirable.

EXPERIENCE AND EDUCATION (continued):

Education: Equivalent to a Master's Degree from an accredited college or university in Counseling, Clinical Psychology, Clinical Social Work or a closely related field or a Doctorate in Clinical or Counseling Psychology.

License: Possession of a valid License in Marriage and Family Therapy (L.M.F.T.), Licensed Clinical Social Work (L.C.S.W.), Licensed Professional Counselor (L.P.C), Licensed Clinical Psychologist or a closely related field is highly desirable.  
 Possession and maintenance of a valid Class C California Driver's License.

SPECIAL REQUIREMENTS

Essential duties require the mental and/or physical ability to: work in a standard office environment and use standard office equipment and current software; to grasp, perform repetitive hand movements and fine coordination to prepare documents and data using a computer keyboard and mouse/trackball; sit for prolonged periods of time; walk, stand, crouch, reach, twist, turn, kneel, bend, squat, stoop and safely lift and move equipment and materials weighing up to 25 pounds; converse by telephone, by email, in person, and to small or large groups and be clearly understood; read and comprehend legal, technical and complex documents; interact with the public and all different levels of City staff in an effective and professional manner; and safely drive to various locations throughout the City and County to travel to fulfill assigned duties. Essential functions must be performed with or without reasonable accommodations.

PROBATIONARY PERIOD: One (1) year.

T550 Family Counselor

May 1973

Revised May 1975

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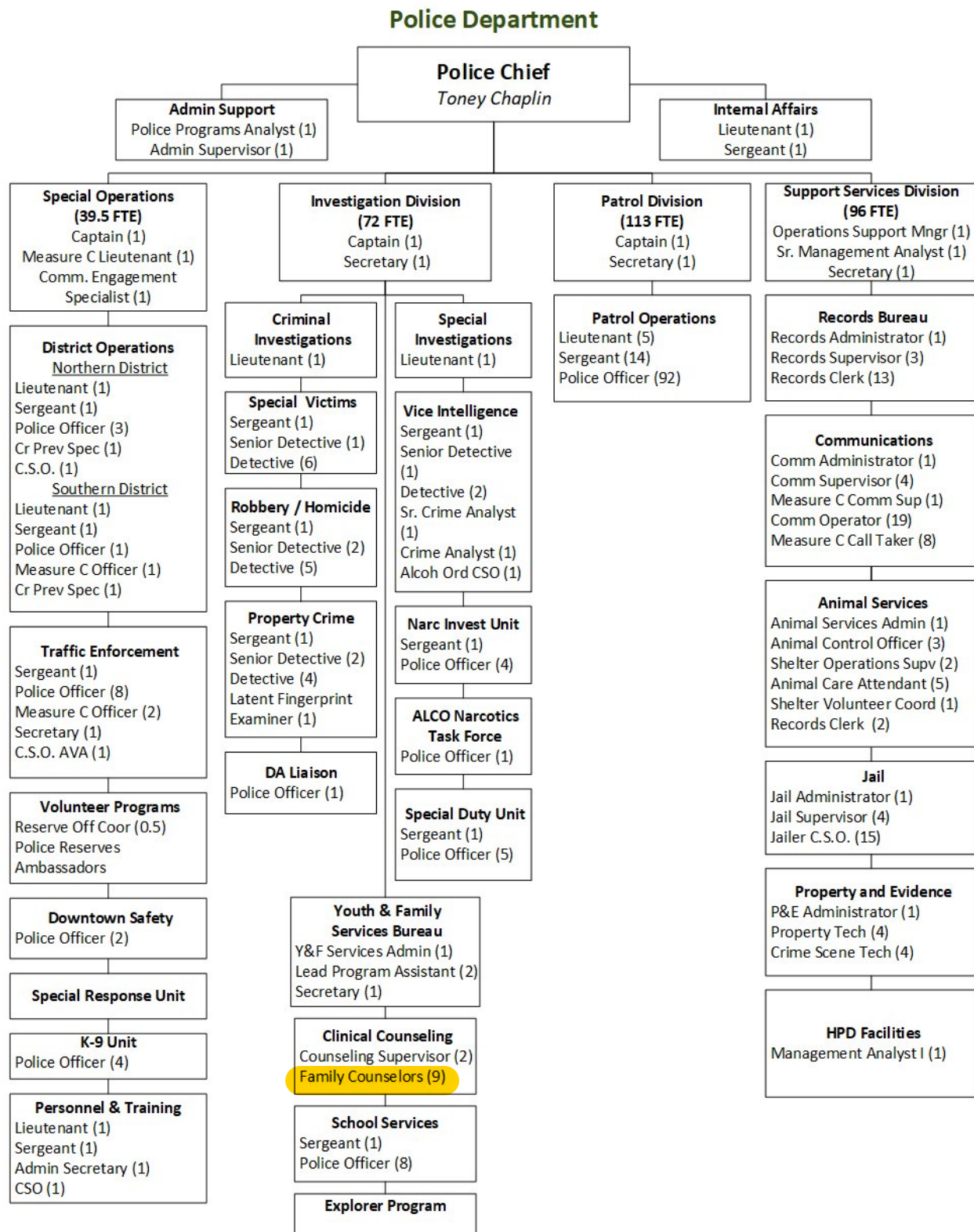
Revised June 17, 2021

AAP GROUP:4

FPPC STATUS: Non-Designated

FLSA STATUS: Exempt

## FY 2021 STAFFING 326.5 FTE





# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
[www.Hayward-CA.gov](http://www.Hayward-CA.gov)

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**File #:** ACT 21-056

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**DATE:** June 17, 2021

**TO:** Personnel Commission

**FROM:** Director of Finance/Interim Director of Human Resources

**SUBJECT**

Review the Revised Job Description for Management Fellow

That the Personnel Commission reviews and comments on the revised job description for the Management Fellow classification to ensure that the employment standards are job-related. Job-related standards address all aspects of the job description, including supervision exercised, education, special requirements, and experience.

**SUMMARY**

This is a request to update the entry-level management classification of Management Fellow to increase the duration of assignment geared towards graduate students who have a desire to work in local government to ensure an enriching learning and professional development experience. Duration of assignment for a Management Fellow has been revised to reflect two (2) years at the recommendation of the Commissioners.

**ATTACHMENTS**

Attachment I	Staff Report
Attachment II	Revised Job Description - Redlined Version
Attachment III	Revised Job Description - Clean Version
Attachment IV	City Manager's Office Org Chart



**DATE:** June 17, 2021

**TO:** Personnel Commission

**FROM:** Director of Finance/Interim Director of Human Resources

**SUBJECT:** Review the Revised Job Description for Management Fellow

### **RECOMMENDATION**

That the Personnel Commission reviews and comments on the revised job description for the Management Fellow classification to ensure that the employment standards are job-related. Job-related standards address all aspects of the job description, including supervision exercised, education, special requirements, and experience.

### **SUMMARY**

This is a request to update the entry-level management classification of Management Fellow to increase the duration of assignment geared towards graduate students who have a desire to work in local government to ensure an enriching learning and professional development experience. Duration of assignment for a Management Fellow has been revised to reflect two (2) years at the recommendation of the Commissioners.

### **BACKGROUND/DISCUSSION**

In addition to adoption and approval of the City's Classification Plan, the Personnel Commission reviews job descriptions to ensure that employment standards are job-related. The City utilizes a standard format when creating and revising job descriptions. The Human Resources Department staff reviews all job descriptions with the respective departments and updates each to align the job description with the City's Classification Plan. In addition, prior to initiating a recruitment process, Human Resources staff make necessary adjustments to job requirements to ensure that the needs of the department are met.

The Management Fellow classification was recently revised in 2019 to eliminate restrictive and dissuading language, expand the minimum qualifications to expand the program to local graduates, and increase the compensation to reflect a competitive salary as provided by other local jurisdictions. In addition, the Management Fellow program was evaluated using a racial equity lense to guide the analysis and eliminate unintended barriers to City employment.

The fellowship program is meant to be an enriching professional learning experience over the course of one (1) year. The City would like to increase the Management Fellow assignment duration by one (1) additional year to develop talented individuals to assume management positions within the local government profession. This would expose a Management Fellow to projects and/or policy development and implementation, not just a portion of the development or implementation, as many do not exist in a span of a year.

In addition, the City has eliminated the language “One (1) year, not to exceed two years” as recommended by the Commissioners at the March 11, 2021 Personnel Commission meeting. The duration of the fellowship program has been revised to reflect two (2) years.

The Management Fellow is an unrepresented classification and was shared with representatives of the City and there are no objections to the revisions of the job specification. Both the redlined version and clean job description are attached for reference.

### **FISCAL IMPACT**

There are no fiscal impacts associated with the review of the revised job description.

### **STRATEGIC ROADMAP**

The Strategic Roadmap outlines the City of Hayward’s highest priorities over the next three years and a roadmap of specific actions to get there. This is a routine agenda item and support the following Council Strategic Roadmap initiatives, but not limited to:

#### *Improve Infrastructure:*

Item 6 – Develop a micro-mobility policy (eBikes, eScooters)

#### *Improve Organizational Health*

Item 2a – Create a language accessibility policy

Item 5 – Continue to support and build capacity for Lean Innovation throughout the organization

*Prepared by:* Lisette Del Pino, Human Resources Analyst II

*Recommended by:* Vanesa Lopez, Senior Human Resources Analyst  
Dustin Claussen, Director of Finance/Interim Director of Human Resources

*Approved by:*



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Kelly McAdoo, City Manager

## MANAGEMENT FELLOW

### DESCRIPTION

The City of Hayward seeks to design a fellowship program that will provide comprehensive entry-level management work experience for graduate students interested in a career in local government. Upon completion of this program, the Fellow will have a strong foundation for a career in public service management and be prepared to function at a management level within a large municipality. The goal of the program is to provide the following:

- A better understanding of local government at the management level that encourages and promotes professionals seeking to advance their career in local government.
- Development of skills and knowledge needed by local government managers, through hands-on experience, observation and active involvement in various areas of public administration.
- Experience working on management level projects from a diverse selection of departments.
- Interaction with staff, Council and members of the Hayward community.

### DEFINITION

The Fellow will receive direct mentorship from the City Manager and will have a diverse role, assisting staff professionals, managers, and Executive Team members with developing and creating new programs, working on special projects and assignments, participating in committees, and preparing and presenting reports, letters, and memorandums. The Fellow may rotate throughout various City Departments; rotation will be determined by the staffing needs of the City and the Fellow's professional interests and experiences.

### DISTINGUISHING CHARACTERISTICS

This position is for graduate students planning to pursue a career in the public sector. The exact nature of work is dependent upon the specific department and/or project to which the Fellow is assigned. The Fellow is expected to fulfill the role of a potential leader. The Fellow should be a self-starter and be able to work independently, be creative, and be willing to share, discuss new ideas, and express opinions in a professional manner. The Fellow should be able to maintain working relationships across all levels of the organization, effectively organize and coordinate work assignments, communicate effectively, and apply a combination of classroom knowledge, previous work experience, and/or transferable skills to assigned projects. This classification is a part of the Management Fellow program as outlined in the City of Hayward Administrative Rule 2.65 (A).

### SUPERVISION RECEIVED

General direction will be provided by the City Manager, Director or Manager within each division where the Fellow is working.

### SUPERVISION EXERCISED

None.

### ESSENTIAL DUTIES

Duties may include, but are not limited to, the following:

Provide support to various programs and initiatives throughout the City.

Assist in the development and implementation of citywide goals, objectives, policies, and priorities.

Conduct research, studies, surveys and analyses on operational and administrative issues including issues raised by Council and/or Management staff.

Review and recommend improvements to budgeting and reporting procedures; assist in the development and implementation of new procedures.

Confer with Department Directors and employees regarding policy and procedure changes.

Analyze, interpret, and apply policies and procedures.

Effectively organize and coordinate work assignments with different departments.

Respond to requests for information and advise City departments, governmental agencies, and the public regarding City policies.

Coordinate activities within various City departments and divisions, and with outside agencies.

Participate in various trainings and programs with topics such as ethics, diversity, quality customer service, etc.

Attend management meetings, Council meetings, and other relevant meetings including the annual the International City/County Management Association (ICMA) conference.

Assist staff with drafting and editing reports.

Perform related duties as assigned.

### JOB RELATED AND ESSENTIAL QUALIFICATIONS

#### Knowledge of:

Functions, principles, practices, and techniques of public administration.

### JOB RELATED AND ESSENTIAL QUALIFICATIONS (continued):

#### Knowledge of (continued):

Principles and practices of management and supervision.

Research techniques, sources and availability of information, and methods of report presentation.

Applicable federal, state, and local laws, rules and regulations pertaining to local government operations.

#### Ability to:

Analyze a variety of administrative problems and to make sound policy and procedural recommendations.

Analyze, interpret and explain department policies and procedures within broader City policies.

Communicate clearly and concisely, orally and in writing.

Properly interpret and make decisions in accordance with laws, regulations, and policies.

Prepare complete and accurate reports.

Establish and maintain effective working relationships across all levels.

### EXPERIENCE AND EDUCATION

Students holding or earning a master's degree in public administration/management, public policy, public affairs, or related fields from an academic institution that is a member of the National Association of Schools of Public Affairs and Administration (visit NASPAA for a list of member schools) are eligible to apply for the fellowship.

Candidates will be selected based on their academic performance, demonstrated leadership potential, commitment to public service, communication skills, initiative, creativity, positive attitude, and response to the case study and personal statement. Ideal candidates are those that demonstrate a strong desire to serve a diverse community such as Hayward.

In general, fellowships begin after the student's graduation, or at an alternative agreed upon time between the Fellow and the City. The degree will have been completed by late summer of the calendar year. For example: a 2020 Fellowship candidate will have completed his or her degree by late summer 2020. In some cases, degrees received prior to the current year are acceptable; these are considered on a case-by-case basis.

### SPECIAL REQUIREMENTS

Essential duties require the mental and/or physical abilities and work environment: work in a standard office environment and use standard office equipment and current software; to grasp, perform repetitive hand movements and fine coordination to prepare documents and data using a computer keyboard and mouse/trackball; sit for prolonged periods of time; walk, stand, crouch, reach, twist, turn, kneel, bend, squat, stoop and safely lift and move equipment and materials weighing up to 35 pounds; converse by telephone, by email, in person, and to small or large groups and be clearly understood; read and comprehend legal, technical and complex documents; interact with the public and all different levels of City staff in an effective and professional manner; participation in meetings to conduct City business during day and evening hours; and safely drive to various locations throughout the City and County to travel to fulfill assigned duties. Essential functions must be performed with or without reasonable accommodations.

DURATION OF FELLOWSHIP PROGRAM: ~~One (1) Year~~year, not to exceed tTwo (2) years.

Created January 2014

Revised December 12, 2019

Revised March 11, 2021 June 17, 2021

EEO Code: 02

FPPC STATUS: Designated

FLSA STATUS: Exempt

## MANAGEMENT FELLOW

### DESCRIPTION

The City of Hayward seeks to design a fellowship program that will provide comprehensive entry-level management work experience for graduate students interested in a career in local government. Upon completion of this program, the Fellow will have a strong foundation for a career in public service management and be prepared to function at a management level within a large municipality. The goal of the program is to provide the following:

- A better understanding of local government at the management level that encourages and promotes professionals seeking to advance their career in local government.
- Development of skills and knowledge needed by local government managers, through hands-on experience, observation and active involvement in various areas of public administration.
- Experience working on management level projects from a diverse selection of departments.
- Interaction with staff, Council and members of the Hayward community.

### DEFINITION

The Fellow will receive direct mentorship from the City Manager and will have a diverse role, assisting staff professionals, managers, and Executive Team members with developing and creating new programs, working on special projects and assignments, participating in committees, and preparing and presenting reports, letters, and memorandums. The Fellow may rotate throughout various City Departments; rotation will be determined by the staffing needs of the City and the Fellow's professional interests and experiences.

### DISTINGUISHING CHARACTERISTICS

This position is for graduate students planning to pursue a career in the public sector. The exact nature of work is dependent upon the specific department and/or project to which the Fellow is assigned. The Fellow is expected to fulfill the role of a potential leader. The Fellow should be a self-starter and be able to work independently, be creative, and be willing to share, discuss new ideas, and express opinions in a professional manner. The Fellow should be able to maintain working relationships across all levels of the organization, effectively organize and coordinate work assignments, communicate effectively, and apply a combination of classroom knowledge, previous work experience, and/or transferable skills to assigned projects. This classification is a part of the Management Fellow program as outlined in the City of Hayward Administrative Rule 2.65 (A).

### SUPERVISION RECEIVED

General direction will be provided by the City Manager, Director or Manager within each division where the Fellow is working.

### SUPERVISION EXERCISED

None.

### ESSENTIAL DUTIES

Duties may include, but are not limited to, the following:

Provide support to various programs and initiatives throughout the City.

Assist in the development and implementation of citywide goals, objectives, policies, and priorities.

Conduct research, studies, surveys and analyses on operational and administrative issues including issues raised by Council and/or Management staff.

Review and recommend improvements to budgeting and reporting procedures; assist in the development and implementation of new procedures.

Confer with Department Directors and employees regarding policy and procedure changes.

Analyze, interpret, and apply policies and procedures.

Effectively organize and coordinate work assignments with different departments.

Respond to requests for information and advise City departments, governmental agencies, and the public regarding City policies.

Coordinate activities within various City departments and divisions, and with outside agencies.

Participate in various trainings and programs with topics such as ethics, diversity, quality customer service, etc.

Attend management meetings, Council meetings, and other relevant meetings including the annual the International City/County Management Association (ICMA) conference.

Assist staff with drafting and editing reports.

Perform related duties as assigned.

### JOB RELATED AND ESSENTIAL QUALIFICATIONS

#### Knowledge of:

Functions, principles, practices, and techniques of public administration.

JOB RELATED AND ESSENTIAL QUALIFICATIONS (continued):

Knowledge of (continued):

Principles and practices of management and supervision.

Research techniques, sources and availability of information, and methods of report presentation.

Applicable federal, state, and local laws, rules and regulations pertaining to local government operations.

Ability to:

Analyze a variety of administrative problems and to make sound policy and procedural recommendations.

Analyze, interpret and explain department policies and procedures within broader City policies.

Communicate clearly and concisely, orally and in writing.

Properly interpret and make decisions in accordance with laws, regulations, and policies.

Prepare complete and accurate reports.

Establish and maintain effective working relationships across all levels.

EXPERIENCE AND EDUCATION

Students holding or earning a master's degree in public administration/management, public policy, public affairs, or related fields from an academic institution that is a member of the National Association of Schools of Public Affairs and Administration (visit NASPAA for a list of member schools) are eligible to apply for the fellowship.

Candidates will be selected based on their academic performance, demonstrated leadership potential, commitment to public service, communication skills, initiative, creativity, positive attitude, and response to the case study and personal statement. Ideal candidates are those that demonstrate a strong desire to serve a diverse community such as Hayward.

In general, fellowships begin after the student's graduation, or at an alternative agreed upon time between the Fellow and the City. The degree will have been completed by late summer of the calendar year. For example: a 2020 Fellowship candidate will have completed his or her degree by late summer 2020. In some cases, degrees received prior to the current year are acceptable; these are considered on a case-by-case basis.

### SPECIAL REQUIREMENTS

Essential duties require the mental and/or physical abilities and work environment: work in a standard office environment and use standard office equipment and current software; to grasp, perform repetitive hand movements and fine coordination to prepare documents and data using a computer keyboard and mouse/trackball; sit for prolonged periods of time; walk, stand, crouch, reach, twist, turn, kneel, bend, squat, stoop and safely lift and move equipment and materials weighing up to 35 pounds; converse by telephone, by email, in person, and to small or large groups and be clearly understood; read and comprehend legal, technical and complex documents; interact with the public and all different levels of City staff in an effective and professional manner; participation in meetings to conduct City business during day and evening hours; and safely drive to various locations throughout the City and County to travel to fulfill assigned duties. Essential functions must be performed with or without reasonable accommodations.

DURATION OF FELLOWSHIP PROGRAM: Two (2) years.

Created January 2014

Revised December 12, 2019

Revised June 17, 2021

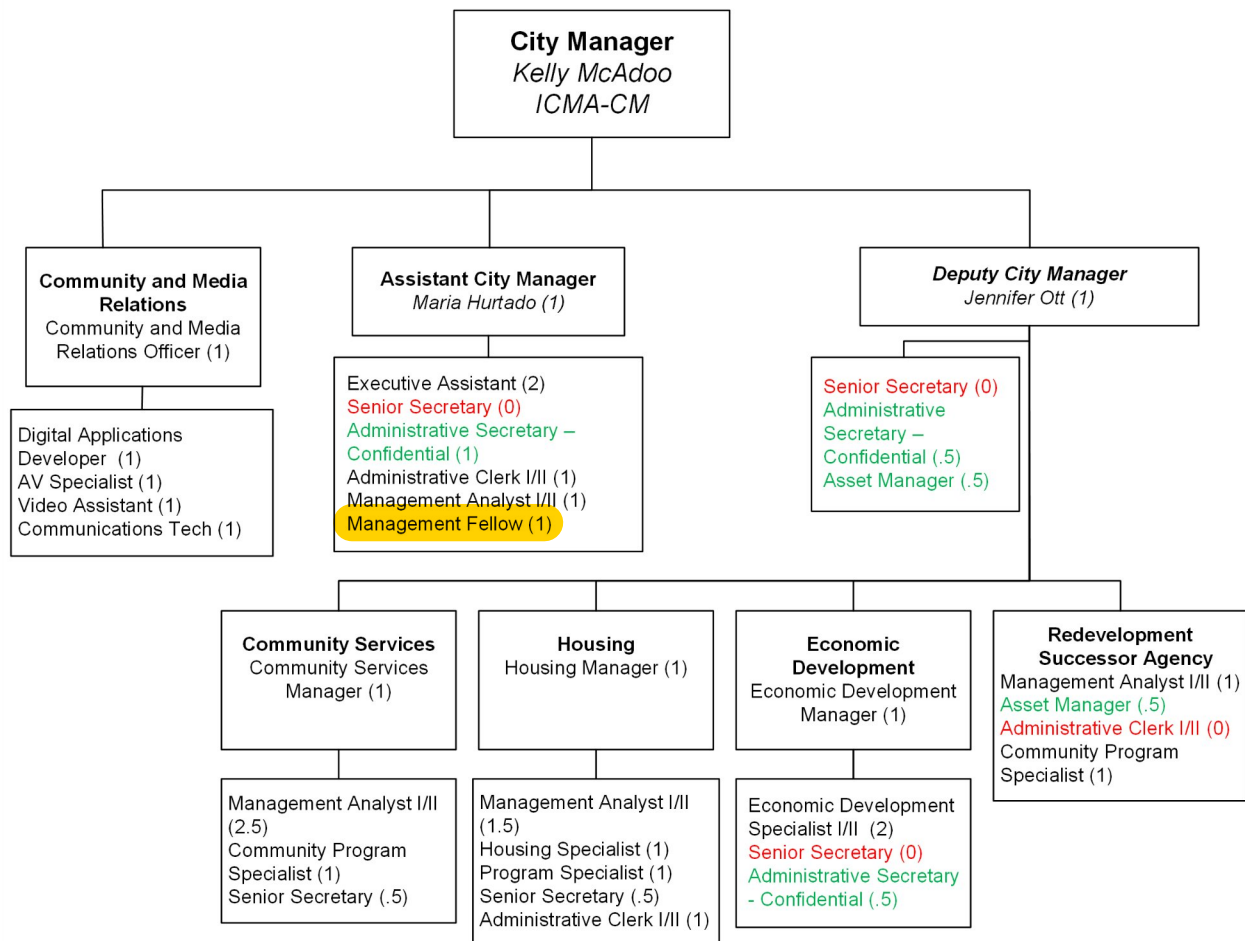
EEO Code: 02

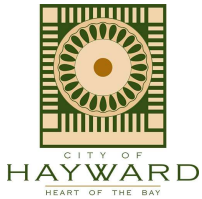
FPPC STATUS: Designated

FLSA STATUS: Exempt

## FY 2021 STAFFING 32.0 FTE

### Office of the City Manager





# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
[www.Hayward-CA.gov](http://www.Hayward-CA.gov)

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**File #:** PH 21-053

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**DATE:** June 17, 2021

**TO:** Personnel Commission

**FROM:** Director of Finance/Interim Director of Human Resources

**SUBJECT**

Adopt the Revised Classification Plan and Review and Recommend to Council Adoption of the Revised Salary Plan for Fiscal Year 2022

**RECOMMENDATION**

That the Personnel Commission holds a Public Hearing and adopts the revised classification plan for each position in the City's classified service for Fiscal Year 2022, effective June 21, 2021 and reviews and recommends to Council, adoption of the revised salary plan for each position in the City's classified service for Fiscal Year 2022, effective June 21, 2021.

**SUMMARY**

As required by the Municipal Code, the FY 2022 Salary Plan has been updated to reflect salary adjustments to the classifications in the City's classified service as a result of the Council approved Memoranda of Understanding (MOU) between the City of Hayward and the Hayward Police Officers' Association (HPOA), Police Management Unit (HPMU), International Association of Firefighters (Local 1909), Hayward Fire Officers Association, Hayward Fire Chiefs Association, and the removal of Transportation Manager. The salary plan has also been updated to reflect adjustments to the salary ranges for Tree Trimmer, Reserve Officer Coordinator, Personnel and Training Administrator, and YFSB Administrator.

**ATTACHMENTS**

Attachment I	Staff Report
Attachment II	FY 2022 Salary Plan
Attachment III	FY 2022 Classification Plan



**DATE:** June 17, 2021

**TO:** Personnel Commission

**FROM:** Director of Finance/Interim Director of Human Resources

**SUBJECT:** Adopt the Revised Classification Plan and Review and Recommend to Council  
Adoption of the Revised Salary Plan for Fiscal Year 2022

### **RECOMMENDATION**

That the Personnel Commission holds a Public Hearing and adopts the revised classification plan for each position in the City's classified service for Fiscal Year 2022, effective June 21, 2021 and reviews and recommends to Council, adoption of the revised salary plan for each position in the City's classified service for Fiscal Year 2022, effective June 21, 2021.

### **SUMMARY**

As required by the Municipal Code, the FY 2022 Salary Plan has been updated to reflect salary adjustments to the classifications in the City's classified service as a result of the Council approved Memoranda of Understanding (MOU) between the City of Hayward and the Hayward Police Officers' Association (HPOA), Police Management Unit (HPMU), International Association of Firefighters (Local 1909), Hayward Fire Officers Association, Hayward Fire Chiefs Association, and the removal of Transportation Manager. The salary plan has also been updated to reflect adjustments to the salary ranges for Tree Trimmer, Reserve Officer Coordinator, Personnel and Training Administrator, and YFSB Administrator.

### **BACKGROUND AND DISCUSSION**

#### Cost-of-Living-Adjustments (COLAs):

Pursuant to the negotiated terms of the Memoranda of Understanding (approved in 2018) between the City of Hayward and the Hayward Police Officers' Association (HPOA), Police Management Unit (HPMU), Hayward Fire Chiefs Association and the side letter of agreement between the City of Hayward and the International Association of Firefighters (Local 1909) and Fire Officers, COLA salary increases will be applied to the classifications represented in the aforementioned bargaining units effective the pay period including July 1, 2021. Table 1 below shows the applicable amount of the increases by bargaining unit and the Fiscal Year 2022 Salary Plan reflects the increase to the classifications.

Table 1 – FY 2022 Cost of Living Adjustments

EMPLOYEE GROUP	PERCENTAGE INCREASE
HPOA	2.5%
Police Management	3%
Local 1909	
Restoration of FY 2021 COLA	2%
FY 2022 COLA	2%
Fire Officers	
Restoration of FY 2021 COLA	2%
FY 2022 COLA	2%
Fire Chiefs	
Restoration of FY 2021 COLA	2%
FY 2022 COLA	2%

Classification Removal:

*TRANSPORTATION MANAGER:* Approved at the Personnel Commission meeting held on May 6, 2021, the duties of the Transportation Manager classification were absorbed by the updated Deputy Director of Public Works classification. As such, the Transportation Manager classification will be deactivated and removed from the Salary Plan.

Salary Adjustments:

*TREE TRIMMER:* As a result of the Equity Study Side Letter of Agreement between the City of Hayward and SEIU Local 1021 Clerical and Related Unit and SEIU Local 1021 Maintenance and Operations Unit, the Tree Trimmer classification was internally set at 10% above Groundskeeper I and should have received a 6% salary equity increase for FY 2021. Tree Trimmer will receive a retroactive salary adjustment to the effective date of January 1, 2021. The salary range for Tree Trimmer is \$37.75 per hour at Step A and \$43.93 per hour at Step E.

*RESERVE OFFICER COORDINATOR:* The Reserve Officer Coordinator position will receive a salary adjustment of 2.5% to maintain an internal relationship established upon its creation; it is internally set to match that Police Sergeant which received a cost-of-living-adjustment salary increase for FY 2022. The salary range for Reserve Officer Coordinator is \$60.34 per hour at Step A and \$73.31 per hour at Step E.

*PERSONNEL AND TRAINING ADMINISTRATOR:* Pursuant to Section 7.16 of the MOU between the City of Hayward and HAME, the Personnel and Training Administrator will receive a salary adjustment of 0.45% to maintain a minimum pay differential of 10% between this classification and the Police Sergeant. The salary range for Personnel and Training Administrator is \$66.35 per hour at Step A and \$80.64 per hour at Step E.

*YOUTH AND FAMILY SERVICES BUREAU ADMINISTRATOR:* Pursuant to Section 7.16 of the MOU between the City of Hayward and HAME, the Youth and Family Services Bureau Administrator will receive a salary adjustment of 0.45% to maintain a minimum pay differential of 10% between this classification and the Police Sergeant. The salary range for

Youth and Family Services Bureau Administrator is \$66.35 per hour at Step A and \$80.64 per hour at Step E.

## **FISCAL IMPACT**

*HPOA & HPMU COST OF LIVING ADJUSTMENTS:* The Cost-of-Living Adjustment (COLA) salary increases to the classifications in the classified service for the HPOA and HPMU are all included in the FY 2022 Proposed Operating Budget; therefore, there is no additional fiscal impact.

*LOCAL 1909, FIRE OFFICERS, AND FIRE CHIEFS:* The scheduled 2% Cost-of-Living Adjustment (COLA) salary increases to the classifications in the classified service for the Local 1909, Fire Officers, and Fire Chiefs are all included in the FY 2022 Proposed Operating Budget and has no additional fiscal impact. Pursuant to the side letter agreement, the restoration of the FY 2021 2% base wage salary is an increase of approximately \$637,570. Budget adjustments will be included in the FY 2022 mid-year budget process.

*TREE TRIMMER:* The additional annual fiscal impact for the Tree Trimmer classification is an increase of approximately \$21,780. Budget adjustments will be included in the FY 2022 mid-year budget process.

*RESERVE OFFICER COORDINATOR:* The additional annual fiscal impact for the Reserve Officer Coordinator is an increase of approximately \$2,442. Budget adjustments will be included in the FY 2022 mid-year budget process.

*PERSONNEL AND TRAINING ADMINISTRATOR:* The Personnel and Training Administrator is an inactive position in the FY 2022 budget and therefore has no fiscal impact.

*YOUTH AND FAMILY SERVICES BUREAU ADMINISTRATOR:* The additional annual fiscal impact for the Youth and Family Services Bureau Administrator is an increase of approximately \$1,005. Budget adjustments will be included in the FY 2022 mid-year budget process.

## **STRATEGIC ROADMAP**

This agenda item is a routine operational item and does not relate to one of the City Council's Strategic Roadmap initiatives.

## **NEXT STEPS**

This salary plan will be scheduled for the June 22, 2021 Council meeting and the salary adjustments will be implemented with coordination between the Human Resources and Finance Departments with an effective date of the pay period including July 1, 2021.

*Prepared by:* Anthony Phillip, Human Resources Analyst II

*Recommended by:*     Dustin Claussen, Director of Finance/Interim Director of Human  
Resources

Approved by:

A handwritten signature in black ink, appearing to read 'K. McAdoo', written in a cursive style.

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Kelly McAdoo, City Manager

**SALARY PLAN FOR ALL CLASSIFICATIONS  
(PER MUNI CODE SEC.2-4.30)  
FY 2022**

ATTACHMENT II  
Recommended by  
Personnel Commission  
on June 17, 2021  
Approved by Council  
on June 22, 2021

Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E
<b>CITY WIDE ADMINISTRATIVE/ANALYTICAL SUPPORT</b>							
SENIOR MANAGEMENT ANALYST	H115	Classified	Hourly	52.92	55.54	58.32	61.24
			Bi-Weekly	4,233.60	4,443.20	4,665.60	4,899.20
			Monthly	9,172.80	9,626.93	10,108.80	10,614.93
			Annual	110,073.60	115,523.20	121,305.60	127,379.20
MANAGEMENT ANALYST II	H110	Classified	Hourly	48.12	50.52	53.05	55.69
			Bi-Weekly	3,849.60	4,041.60	4,244.00	4,455.20
			Monthly	8,340.80	8,756.80	9,195.33	9,652.93
			Annual	100,089.60	105,081.60	110,344.00	115,835.20
MANAGEMENT ANALYST I	H105	Classified	Hourly	43.74	45.94	48.23	50.62
			Bi-Weekly	3,499.20	3,675.20	3,858.40	4,049.60
			Monthly	7,581.60	7,962.93	8,359.87	8,774.13
			Annual	90,979.20	95,555.20	100,318.40	105,289.60
ADMINISTRATIVE SUPERVISOR	H120	Classified	Hourly	41.84	43.92	46.12	48.40
			Bi-Weekly	3,347.20	3,513.60	3,689.60	3,872.00
			Monthly	7,252.27	7,612.80	7,994.13	8,389.33
			Annual	87,027.20	91,353.60	95,929.60	100,672.00
ADMINISTRATIVE SECRETARY	C120	Classified	Hourly	39.57	41.20	42.81	44.43
			Bi-Weekly	3,165.60	3,296.00	3,424.80	3,554.40
			Monthly	6,858.80	7,141.33	7,420.40	7,701.20
			Annual	82,305.60	85,696.00	89,044.80	92,414.40
SENIOR SECRETARY	C115	Classified	Hourly	36.17	37.58	39.11	40.55
			Bi-Weekly	2,893.60	3,006.40	3,128.80	3,244.00
			Monthly	6,269.47	6,513.87	6,779.07	7,028.67
			Annual	75,233.60	78,166.40	81,348.80	84,344.00
SECRETARY	C110	Classified	Hourly	31.83	33.28	34.97	36.59
			Bi-Weekly	2,546.40	2,662.40	2,797.60	2,927.20
			Monthly	5,517.20	5,768.53	6,061.47	6,342.27
			Annual	66,206.40	69,222.40	72,737.60	76,107.20
ADMINISTRATIVE CLERK II	C105	Classified	Hourly	27.91	29.06	30.24	31.59
			Bi-Weekly	2,232.80	2,324.80	2,419.20	2,527.20
			Monthly	4,837.73	5,037.07	5,241.60	5,475.60
			Annual	58,052.80	60,444.80	62,899.20	65,707.20
ADMINISTRATIVE CLERK I	C100	Classified	Hourly	24.57	25.88	27.19	28.64
			Bi-Weekly	1,965.60	2,070.40	2,175.20	2,291.20
			Monthly	4,258.80	4,485.87	4,712.93	4,964.27
			Annual	51,105.60	53,830.40	56,555.20	59,571.20
ADMINISTRATIVE INTERN	Z120	Classified	Hourly				15.82
			Bi-Weekly				1,265.60
			Monthly				2,742.13
			Annual				32,905.60
MAIL CLERK	C410	Classified	Hourly			16.87	17.70
			Bi-Weekly			1,349.60	1,416.00
			Monthly			2,924.13	3,068.00
			Annual			35,089.60	36,816.00

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Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E	
CITY WIDE MAINTENANCE								
ELECTRICIAN II	M410	Classified	Hourly	46.27	48.12	50.01	52.14	54.29
			Bi-Weekly	3,701.60	3,849.60	4,000.80	4,171.20	4,343.20
			Monthly	8,020.13	8,340.80	8,668.40	9,037.60	9,410.27
			Annual	96,241.60	100,089.60	104,020.80	108,451.20	112,923.20
ELECTRICIAN I	M405	Classified	Hourly	42.08	43.81	45.55	47.45	49.39
			Bi-Weekly	3,366.40	3,504.80	3,644.00	3,796.00	3,951.20
			Monthly	7,293.87	7,593.73	7,895.33	8,224.67	8,560.93
			Annual	87,526.40	91,124.80	94,744.00	98,696.00	102,731.20
MAINTENANCE WORKER	M305	Classified	Hourly	35.96	37.39	38.91	40.28	41.84
			Bi-Weekly	2,876.80	2,991.20	3,112.80	3,222.40	3,347.20
			Monthly	6,233.07	6,480.93	6,744.40	6,981.87	7,252.27
			Annual	74,796.80	77,771.20	80,932.80	83,782.40	87,027.20
LABORER	M200 M300 M830 M905	Classified	Hourly	27.34	28.35	29.48	30.69	31.78
	Bi-Weekly		2,187.20	2,268.00	2,358.40	2,455.20	2,542.40	
	Monthly		4,738.93	4,914.00	5,109.87	5,319.60	5,508.53	
	Annual		56,867.20	58,968.00	61,318.40	63,835.20	66,102.40	
CITY ATTORNEY DEPARTMENT								
SENIOR ASSISTANT CITY ATTORNEY	U215	Classified	Hourly	80.22	84.25	88.46	92.89	97.54
			Bi-Weekly	6,417.60	6,740.00	7,076.80	7,431.20	7,803.20
			Monthly	13,904.80	14,603.33	15,333.07	16,100.93	16,906.93
			Annual	166,857.60	175,240.00	183,996.80	193,211.20	202,883.20
ASSISTANT CITY ATTORNEY	U210	Classified	Hourly	72.93	76.58	80.43	84.44	88.66
			Bi-Weekly	5,834.40	6,126.40	6,434.40	6,755.20	7,092.80
			Monthly	12,641.20	13,273.87	13,941.20	14,636.27	15,367.73
			Annual	151,694.40	159,286.40	167,294.40	175,635.20	184,412.80
DEPUTY CITY ATTORNEY II	U205	Classified	Hourly	60.29	63.28	66.45	69.76	73.28
			Bi-Weekly	4,823.20	5,062.40	5,316.00	5,580.80	5,862.40
			Monthly	10,450.27	10,968.53	11,518.00	12,091.73	12,701.87
			Annual	125,403.20	131,622.40	138,216.00	145,100.80	152,422.40
DEPUTY CITY ATTORNEY I	U200	Classified	Hourly	54.79	57.54	60.41	63.44	66.61
			Bi-Weekly	4,383.20	4,603.20	4,832.80	5,075.20	5,328.80
			Monthly	9,496.93	9,973.60	10,471.07	10,996.27	11,545.73
			Annual	113,963.20	119,683.20	125,652.80	131,955.20	138,548.80
SENIOR PARALEGAL	U196	Classified	Hourly	40.74	42.79	44.92	47.16	49.51
			Bi-Weekly	3,259.20	3,423.20	3,593.60	3,772.80	3,960.80
			Monthly	7,061.60	7,416.93	7,786.13	8,174.40	8,581.73
			Annual	84,739.20	89,003.20	93,433.60	98,092.80	102,980.80
PARALEGAL	U195	Classified	Hourly	37.04	38.89	40.84	42.87	45.02
			Bi-Weekly	2,963.20	3,111.20	3,267.20	3,429.60	3,601.60
			Monthly	6,420.27	6,740.93	7,078.93	7,430.80	7,803.47
			Annual	77,043.20	80,891.20	84,947.20	89,169.60	93,641.60
LEGAL SECRETARY II	C935	Classified	Hourly	34.35	36.35	39.08	39.90	41.95
			Bi-Weekly	2,748.00	2,908.00	3,126.40	3,192.00	3,356.00
			Monthly	5,954.00	6,300.67	6,773.87	6,916.00	7,271.33
			Annual	71,448.00	75,608.00	81,286.40	82,992.00	87,256.00
LEGAL SECRETARY I	C930	Classified	Hourly	30.93	32.56	34.28	36.13	38.04
			Bi-Weekly	2,474.40	2,604.80	2,742.40	2,890.40	3,043.20
			Monthly	5,361.20	5,643.73	5,941.87	6,262.53	6,593.60
			Annual	64,334.40	67,724.80	71,302.40	75,150.40	79,123.20
CITY CLERK DEPARTMENT								
DEPUTY CITY CLERK	H500	Classified	Hourly	48.12	50.53	53.04	55.69	58.48
			Bi-Weekly	3,849.60	4,042.40	4,243.20	4,455.20	4,678.40
			Monthly	8,340.80	8,758.53	9,193.60	9,652.93	10,136.53
			Annual	100,089.60	105,102.40	110,323.20	115,835.20	121,638.40

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CITY MANAGER DEPARTMENT								
OFFICE OF THE CITY MANAGER								
GRAPHICS AND MEDIA RELATIONS TECHNICIAN	T300	Classified	Hourly	34.73	36.43	38.37	40.27	42.22
			Bi-Weekly	2,778.40	2,914.40	3,069.60	3,221.60	3,377.60
			Monthly	6,019.87	6,314.53	6,650.80	6,980.13	7,318.13
			Annual	72,238.40	75,774.40	79,809.60	83,761.60	87,817.60
DIGITAL APPLICATIONS DEVELOPER	T470	Classified	Hourly	49.30	51.75	54.34	57.05	59.92
			Bi-Weekly	3,944.00	4,140.00	4,347.20	4,564.00	4,793.60
			Monthly	8,545.33	8,970.00	9,418.93	9,888.67	10,386.13
			Annual	102,544.00	107,640.00	113,027.20	118,664.00	124,633.60
MANAGEMENT FELLOW	U300	Classified	Hourly					39.76
			Bi-Weekly					3,180.80
			Monthly					6,891.73
			Annual					82,700.80
COMMUNITY SERVICES								
COMMUNITY SERVICES MANAGER	H745	Classified	Hourly	66.38	69.69	73.19	76.86	80.68
			Bi-Weekly	5,310.40	5,575.20	5,855.20	6,148.80	6,454.40
			Monthly	11,505.87	12,079.60	12,686.27	13,322.40	13,984.53
			Annual	138,070.40	144,955.20	152,235.20	159,868.80	167,814.40
COMMUNITY PROGRAMS SPECIALIST	T705	Classified	Hourly	43.31	45.56	47.87	50.23	52.68
			Bi-Weekly	3,464.80	3,644.80	3,829.60	4,018.40	4,214.40
			Monthly	7,507.07	7,897.07	8,297.47	8,706.53	9,131.20
			Annual	90,084.80	94,764.80	99,569.60	104,478.40	109,574.40
SENIOR PROPERTY REHABILITATION SPECIALIST	T730	Classified	Hourly	47.62	50.10	52.64	55.24	57.94
			Bi-Weekly	3,809.60	4,008.00	4,211.20	4,419.20	4,635.20
			Monthly	8,254.13	8,684.00	9,124.27	9,574.93	10,042.93
			Annual	99,049.60	104,208.00	109,491.20	114,899.20	120,515.20
PROPERTY REHABILITATION SPECIALIST	T725	Classified	Hourly	43.31	45.56	47.87	50.23	52.68
			Bi-Weekly	3,464.80	3,644.80	3,829.60	4,018.40	4,214.40
			Monthly	7,507.07	7,897.07	8,297.47	8,706.53	9,131.20
			Annual	90,084.80	94,764.80	99,569.60	104,478.40	109,574.40
PARATRANSIT COORDINATOR	T715	Classified	Hourly	41.29	43.35	45.44	47.76	50.09
			Bi-Weekly	3,303.20	3,468.00	3,635.20	3,820.80	4,007.20
			Monthly	7,156.93	7,514.00	7,876.27	8,278.40	8,682.27
			Annual	85,883.20	90,168.00	94,515.20	99,340.80	104,187.20
ECONOMIC DEVELOPMENT								
ECONOMIC DEVELOPMENT MANAGER	H710	Classified	Hourly	66.38	69.69	73.19	76.86	80.68
			Bi-Weekly	5,310.40	5,575.20	5,855.20	6,148.80	6,454.40
			Monthly	11,505.87	12,079.60	12,686.27	13,322.40	13,984.53
			Annual	138,070.40	144,955.20	152,235.20	159,868.80	167,814.40
ECONOMIC DEVELOPMENT SPECIALIST	T745	Classified	Hourly	47.00	49.36	51.77	54.41	57.06
			Bi-Weekly	3,760.00	3,948.80	4,141.60	4,352.80	4,564.80
			Monthly	8,146.67	8,555.73	8,973.47	9,431.07	9,890.40
			Annual	97,760.00	102,668.80	107,681.60	113,172.80	118,684.80
NEIGHBORHOOD PARTNERSHIP SERVICES								
NEIGHBORHOOD DEVELOPMENT MANAGER	H735	Classified	Hourly	65.54	68.79	72.23	75.84	79.63
			Bi-Weekly	5,243.20	5,503.20	5,778.40	6,067.20	6,370.40
			Monthly	11,360.27	11,923.60	12,519.87	13,145.60	13,802.53
			Annual	136,323.20	143,083.20	150,238.40	157,747.20	165,630.40
NEIGHBORHOOD PARTNERSHIP MANAGER	H730	Classified	Hourly	58.93	61.88	64.96	68.22	71.63
			Bi-Weekly	4,714.40	4,950.40	5,196.80	5,457.60	5,730.40
			Monthly	10,214.53	10,725.87	11,259.73	11,824.80	12,415.87
			Annual	122,574.40	128,710.40	135,116.80	141,897.60	148,990.40

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HOUSING AUTHORITY								
HOUSING MANAGER	H715	Classified	Hourly	66.38	69.69	73.19	76.86	80.68
			Bi-Weekly	5,310.40	5,575.20	5,855.20	6,148.80	6,454.40
			Monthly	11,505.87	12,079.60	12,686.27	13,322.40	13,984.53
			Annual	138,070.40	144,955.20	152,235.20	159,868.80	167,814.40
HOUSING DEVELOPMENT SPECIALIST	T750	Classified	Hourly	47.00	49.36	51.77	54.41	57.06
			Bi-Weekly	3,760.00	3,948.80	4,141.60	4,352.80	4,564.80
			Monthly	8,146.67	8,555.73	8,973.47	9,431.07	9,890.40
			Annual	97,760.00	102,668.80	107,681.60	113,172.80	118,684.80
HOMEOWNERSHIP COORDINATOR	T710	Classified	Hourly	41.29	43.35	45.44	47.76	50.09
			Bi-Weekly	3,303.20	3,468.00	3,635.20	3,820.80	4,007.20
			Monthly	7,156.93	7,514.00	7,876.27	8,278.40	8,682.27
			Annual	85,883.20	90,168.00	94,515.20	99,340.80	104,187.20
DEVELOPMENT SERVICES DEPARTMENT								
DEVELOPMENT SERVICE ADMINISTRATION								
DEPUTY DIRECTOR OF DEVELOPMENT SERVICES	U515	Classified	Hourly	77.17	81.05	85.11	89.35	93.83
			Bi-Weekly	6,173.60	6,484.00	6,808.80	7,148.00	7,506.40
			Monthly	13,376.13	14,048.67	14,752.40	15,487.33	16,263.87
			Annual	160,513.60	168,584.00	177,028.80	185,848.00	195,166.40
BUILDING DIVISION								
CITY BUILDING OFFICIAL	H335	Classified	Hourly	68.14	71.55	75.12	78.90	82.82
			Bi-Weekly	5,451.20	5,724.00	6,009.60	6,312.00	6,625.60
			Monthly	11,810.93	12,402.00	13,020.80	13,676.00	14,355.47
			Annual	141,731.20	148,824.00	156,249.60	164,112.00	172,265.60
SUPERVISING BUILDING INSPECTOR	H330	Classified	Hourly	56.35	59.16	62.12	65.23	68.49
			Bi-Weekly	4,508.00	4,732.80	4,969.60	5,218.40	5,479.20
			Monthly	9,767.33	10,254.40	10,767.47	11,306.53	11,871.60
			Annual	117,208.00	123,052.80	129,209.60	135,678.40	142,459.20
SENIOR BUILDING INSPECTOR/STRUCTURAL	T365	Classified	Hourly	51.18	53.91	56.63	59.30	62.26
			Bi-Weekly	4,094.40	4,312.80	4,530.40	4,744.00	4,980.80
			Monthly	8,871.20	9,344.40	9,815.87	10,278.67	10,791.73
			Annual	106,454.40	112,132.80	117,790.40	123,344.00	129,500.80
SENIOR BUILDING INSPECTOR/PLUMBING-MECHANICAL	T360	Classified	Hourly	51.18	53.91	56.63	59.30	62.26
			Bi-Weekly	4,094.40	4,312.80	4,530.40	4,744.00	4,980.80
			Monthly	8,871.20	9,344.40	9,815.87	10,278.67	10,791.73
			Annual	106,454.40	112,132.80	117,790.40	123,344.00	129,500.80
SENIOR BUILDING INSPECTOR/ELECTRICAL	T355	Classified	Hourly	51.18	53.91	56.63	59.30	62.26
			Bi-Weekly	4,094.40	4,312.80	4,530.40	4,744.00	4,980.80
			Monthly	8,871.20	9,344.40	9,815.87	10,278.67	10,791.73
			Annual	106,454.40	112,132.80	117,790.40	123,344.00	129,500.80
BUILDING INSPECTOR	T350	Classified	Hourly	44.18	46.27	48.62	51.10	54.44
			Bi-Weekly	3,534.40	3,701.60	3,889.60	4,088.00	4,355.20
			Monthly	7,657.87	8,020.13	8,427.47	8,857.33	9,436.27
			Annual	91,894.40	96,241.60	101,129.60	106,288.00	113,235.20
PLAN CHECKING ENGINEER	T335	Classified	Hourly	54.28	56.90	59.78	62.89	66.09
			Bi-Weekly	4,342.40	4,552.00	4,782.40	5,031.20	5,287.20
			Monthly	9,408.53	9,862.67	10,361.87	10,900.93	11,455.60
			Annual	112,902.40	118,352.00	124,342.40	130,811.20	137,467.20
SUPERVISING PLAN CHECKER AND EXPEDITOR	H325	Classified	Hourly	59.81	62.79	65.95	69.25	72.72
			Bi-Weekly	4,784.80	5,023.20	5,276.00	5,540.00	5,817.60
			Monthly	10,367.07	10,883.60	11,431.33	12,003.33	12,604.80
			Annual	124,404.80	130,603.20	137,176.00	144,040.00	151,257.60
SENIOR PLAN CHECKER	T330	Classified	Hourly	51.18	53.91	56.63	59.30	62.26
			Bi-Weekly	4,094.40	4,312.80	4,530.40	4,744.00	4,980.80
			Monthly	8,871.20	9,344.40	9,815.87	10,278.67	10,791.73
			Annual	106,454.40	112,132.80	117,790.40	123,344.00	129,500.80
PLAN CHECKER	T325	Classified	Hourly	46.54	48.98	51.49	53.93	56.62
			Bi-Weekly	3,723.20	3,918.40	4,119.20	4,314.40	4,529.60
			Monthly	8,066.93	8,489.87	8,924.93	9,347.87	9,814.13
			Annual	96,803.20	101,878.40	107,099.20	112,174.40	117,769.60

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on June 17, 2021  
Approved by Council  
on June 22, 2021

Classification Title	Job Code	Service Type		Step A	Step B	Step C	Step D	Step E
SUPERVISING PERMIT TECHNICIAN	H340	Classified	Hourly	41.07	43.12	45.27	47.54	49.91
			Bi-Weekly	3,285.60	3,449.60	3,621.60	3,803.20	3,992.80
			Monthly	7,118.80	7,474.13	7,846.80	8,240.27	8,651.07
			Annual	85,425.60	89,689.60	94,161.60	98,883.20	103,812.80
SENIOR PERMIT TECHNICIAN	C205	Classified	Hourly	38.26	39.84	41.38	43.18	45.37
			Bi-Weekly	3,060.80	3,187.20	3,310.40	3,454.40	3,629.60
			Monthly	6,631.73	6,905.60	7,172.53	7,484.53	7,864.13
			Annual	79,580.80	82,867.20	86,070.40	89,814.40	94,369.60
PERMIT TECHNICIAN II	C200	Classified	Hourly	34.50	35.86	37.32	38.94	40.90
			Bi-Weekly	2,760.00	2,868.80	2,985.60	3,115.20	3,272.00
			Monthly	5,980.00	6,215.73	6,468.80	6,749.60	7,089.33
			Annual	71,760.00	74,588.80	77,625.60	80,995.20	85,072.00
PERMIT TECHNICIAN I	C199	Classified	Hourly	31.36	32.60	33.92	35.37	37.18
			Bi-Weekly	2,508.80	2,608.00	2,713.60	2,829.60	2,974.40
			Monthly	5,435.73	5,650.67	5,879.47	6,130.80	6,444.53
			Annual	65,228.80	67,808.00	70,553.60	73,569.60	77,334.40
PLANNING DIVISION								
PLANNING MANAGER	H320	Classified	Hourly	68.45	71.86	75.45	79.21	83.20
			Bi-Weekly	5,476.00	5,748.80	6,036.00	6,336.80	6,656.00
			Monthly	11,864.67	12,455.73	13,078.00	13,729.73	14,421.33
			Annual	142,376.00	149,468.80	156,936.00	164,756.80	173,056.00
PRINCIPAL PLANNER	H315	Classified	Hourly	58.93	61.88	64.96	68.22	71.63
			Bi-Weekly	4,714.40	4,950.40	5,196.80	5,457.60	5,730.40
			Monthly	10,214.53	10,725.87	11,259.73	11,824.80	12,415.87
			Annual	122,574.40	128,710.40	135,116.80	141,897.60	148,990.40
SENIOR PLANNER	H310	Classified	Hourly	52.81	55.43	58.21	61.11	64.17
			Bi-Weekly	4,224.80	4,434.40	4,656.80	4,888.80	5,133.60
			Monthly	9,153.73	9,607.87	10,089.73	10,592.40	11,122.80
			Annual	109,844.80	115,294.40	121,076.80	127,108.80	133,473.60
ASSOCIATE PLANNER	T315	Classified	Hourly	47.13	49.44	51.90	54.57	57.18
			Bi-Weekly	3,770.40	3,955.20	4,152.00	4,365.60	4,574.40
			Monthly	8,169.20	8,569.60	8,996.00	9,458.80	9,911.20
			Annual	98,030.40	102,835.20	107,952.00	113,505.60	118,934.40
ASSISTANT PLANNER	T310	Classified	Hourly	38.68	40.56	42.75	44.84	47.13
			Bi-Weekly	3,094.40	3,244.80	3,420.00	3,587.20	3,770.40
			Monthly	6,704.53	7,030.40	7,410.00	7,772.27	8,169.20
			Annual	80,454.40	84,364.80	88,920.00	93,267.20	98,030.40
JUNIOR PLANNER	T305	Classified	Hourly	34.29	36.10	37.79	39.69	41.62
			Bi-Weekly	2,743.20	2,888.00	3,023.20	3,175.20	3,329.60
			Monthly	5,943.60	6,257.33	6,550.27	6,879.60	7,214.13
			Annual	71,323.20	75,088.00	78,603.20	82,555.20	86,569.60
DEVELOPMENT REVIEW SPECIALIST	T320	Classified	Hourly	43.27	45.36	47.84	50.19	52.74
			Bi-Weekly	3,461.60	3,628.80	3,827.20	4,015.20	4,219.20
			Monthly	7,500.13	7,862.40	8,292.27	8,699.60	9,141.60
			Annual	90,001.60	94,348.80	99,507.20	104,395.20	109,699.20
LANDSCAPE ARCHITECT	H300	Classified	Hourly	62.23	65.33	68.60	72.03	75.64
			Bi-Weekly	4,978.40	5,226.40	5,488.00	5,762.40	6,051.20
			Monthly	10,786.53	11,323.87	11,890.67	12,485.20	13,110.93
			Annual	129,438.40	135,886.40	142,688.00	149,822.40	157,331.20
ASSOCIATE LANDSCAPE ARCHITECT	T370	Classified	Hourly	47.13	49.44	51.90	54.57	57.18
			Bi-Weekly	3,770.40	3,955.20	4,152.00	4,365.60	4,574.40
			Monthly	8,169.20	8,569.60	8,996.00	9,458.80	9,911.20
			Annual	98,030.40	102,835.20	107,952.00	113,505.60	118,934.40
CODE ENFORCEMENT DIVISION								
CODE ENFORCEMENT MANAGER	H703	Classified	Hourly	53.85	56.55	59.36	62.33	65.44
			Bi-Weekly	4,308.00	4,524.00	4,748.80	4,986.40	5,235.20
			Monthly	9,334.00	9,802.00	10,289.07	10,803.87	11,342.93
			Annual	112,008.00	117,624.00	123,468.80	129,646.40	136,115.20
CODE ENFORCEMENT SUPERVISOR	H700	Classified	Hourly	46.81	49.16	51.62	54.19	56.91
			Bi-Weekly	3,744.80	3,932.80	4,129.60	4,335.20	4,552.80
			Monthly	8,113.73	8,521.07	8,947.47	9,392.93	9,864.40
			Annual	97,364.80	102,252.80	107,369.60	112,715.20	118,372.80
SENIOR CODE ENFORCEMENT INSPECTOR	T610	Classified	Hourly	46.22	48.53	50.95	53.50	56.17
			Bi-Weekly	3,697.60	3,882.40	4,076.00	4,280.00	4,493.60
			Monthly	8,011.47	8,411.87	8,831.33	9,273.33	9,736.13
			Annual	96,137.60	100,942.40	105,976.00	111,280.00	116,833.60
CODE ENFORCEMENT INSPECTOR II	T605	Classified	Hourly	42.01	44.10	46.30	48.63	51.05
			Bi-Weekly	3,360.80	3,528.00	3,704.00	3,890.40	4,084.00
			Monthly	7,281.73	7,644.00	8,025.33	8,429.20	8,848.67
			Annual	87,380.80	91,728.00	96,304.00	101,150.40	106,184.00
CODE ENFORCEMENT INSPECTOR I	T600	Classified	Hourly	38.18	40.09	42.08	44.19	46.42
			Bi-Weekly	3,054.40	3,207.20	3,366.40	3,535.20	3,713.60
			Monthly	6,617.87	6,948.93	7,293.87	7,659.60	8,046.13
			Annual	79,414.40	83,387.20	87,526.40	91,915.20	96,553.60

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FINANCE DEPARTMENT								
ADMINISTRATION DIVISION								
DEPUTY DIRECTOR OF FINANCE	U500	Classified	Hourly	70.51	74.03	77.74	81.63	85.70
			Bi-Weekly	5,640.80	5,922.40	6,219.20	6,530.40	6,856.00
			Monthly	12,221.73	12,831.87	13,474.93	14,149.20	14,854.67
			Annual	146,660.80	153,982.40	161,699.20	169,790.40	178,256.00
BUDGET OFFICER	H170	Classified	Hourly	55.42	58.21	61.10	64.16	67.35
			Bi-Weekly	4,433.60	4,656.80	4,888.00	5,132.80	5,388.00
			Monthly	9,606.13	10,089.73	10,590.67	11,121.07	11,674.00
			Annual	115,273.60	121,076.80	127,088.00	133,452.80	140,088.00
FINANCIAL ANALYST	H165	Classified	Hourly	48.32	50.72	53.24	55.90	58.71
			Bi-Weekly	3,865.60	4,057.60	4,259.20	4,472.00	4,696.80
			Monthly	8,375.47	8,791.47	9,228.27	9,689.33	10,176.40
			Annual	100,505.60	105,497.60	110,739.20	116,272.00	122,116.80
FINANCE TECHNICIAN	C320	Classified	Hourly	36.90	38.74	40.68	42.71	44.86
			Bi-Weekly	2,952.00	3,099.20	3,254.40	3,416.80	3,588.80
			Monthly	6,396.00	6,714.93	7,051.20	7,403.07	7,775.73
			Annual	76,752.00	80,579.20	84,614.40	88,836.80	93,308.80
ACCOUNTING DIVISION								
ACCOUNTING MANAGER	H150	Classified	Hourly	64.11	67.30	70.66	74.19	77.91
			Bi-Weekly	5,128.80	5,384.00	5,652.80	5,935.20	6,232.80
			Monthly	11,112.40	11,665.33	12,247.73	12,859.60	13,504.40
			Annual	133,348.80	139,984.00	146,972.80	154,315.20	162,052.80
SENIOR ACCOUNTANT	H145	Classified	Hourly	48.60	51.01	53.55	56.23	59.03
			Bi-Weekly	3,888.00	4,080.80	4,284.00	4,498.40	4,722.40
			Monthly	8,424.00	8,841.73	9,282.00	9,746.53	10,231.87
			Annual	101,088.00	106,100.80	111,384.00	116,958.40	122,782.40
ACCOUNTANT	H140	Classified	Hourly	44.16	46.36	48.67	51.10	53.66
			Bi-Weekly	3,532.80	3,708.80	3,893.60	4,088.00	4,292.80
			Monthly	7,654.40	8,035.73	8,436.13	8,857.33	9,301.07
			Annual	91,852.80	96,428.80	101,233.60	106,288.00	111,612.80
SENIOR ACCOUNT CLERK	C305	Classified	Hourly	31.95	33.50	34.96	36.64	38.35
			Bi-Weekly	2,556.00	2,680.00	2,796.80	2,931.20	3,068.00
			Monthly	5,538.00	5,806.67	6,059.73	6,350.93	6,647.33
			Annual	66,456.00	69,680.00	72,716.80	76,211.20	79,768.00
ACCOUNT CLERK	C300	Classified	Hourly	29.11	30.41	31.84	33.29	34.98
			Bi-Weekly	2,328.80	2,432.80	2,547.20	2,663.20	2,798.40
			Monthly	5,045.73	5,271.07	5,518.93	5,770.27	6,063.20
			Annual	60,548.80	63,252.80	66,227.20	69,243.20	72,758.40
REVENUE DIVISION								
REVENUE MANAGER	H160	Classified	Hourly	64.11	67.30	70.66	74.19	77.91
			Bi-Weekly	5,128.80	5,384.00	5,652.80	5,935.20	6,232.80
			Monthly	11,112.40	11,665.33	12,247.73	12,859.60	13,504.40
			Annual	133,348.80	139,984.00	146,972.80	154,315.20	162,052.80
FINANCE SUPERVISOR	H155	Classified	Hourly	47.78	50.17	52.66	55.29	58.06
			Bi-Weekly	3,822.40	4,013.60	4,212.80	4,423.20	4,644.80
			Monthly	8,281.87	8,696.13	9,127.73	9,583.60	10,063.73
			Annual	99,382.40	104,353.60	109,532.80	115,003.20	120,764.80
SUPERVISING CUSTOMER ACCOUNT CLERK	C332	Classified	Hourly	34.70	36.44	38.24	40.16	42.18
			Bi-Weekly	2,776.00	2,915.20	3,059.20	3,212.80	3,374.40
			Monthly	6,014.67	6,316.27	6,628.27	6,961.07	7,311.20
			Annual	72,176.00	75,795.20	79,539.20	83,532.80	87,734.40
SENIOR CUSTOMER ACCOUNT CLERK	C330	Classified	Hourly	31.95	33.50	34.96	36.64	38.35
			Bi-Weekly	2,556.00	2,680.00	2,796.80	2,931.20	3,068.00
			Monthly	5,538.00	5,806.67	6,059.73	6,350.93	6,647.33
			Annual	66,456.00	69,680.00	72,716.80	76,211.20	79,768.00
CUSTOMER ACCOUNT CLERK	C325	Classified	Hourly	29.11	30.41	31.84	33.29	34.98
			Bi-Weekly	2,328.80	2,432.80	2,547.20	2,663.20	2,798.40
			Monthly	5,045.73	5,271.07	5,518.93	5,770.27	6,063.20
			Annual	60,548.80	63,252.80	66,227.20	69,243.20	72,758.40
MAIL AND REVENUE CLERK	C322	Classified	Hourly	24.57	25.88	27.19	28.64	30.14
			Bi-Weekly	1,965.60	2,070.40	2,175.20	2,291.20	2,411.20
			Monthly	4,258.80	4,485.87	4,712.93	4,964.27	5,224.27
			Annual	51,105.60	53,830.40	56,555.20	59,571.20	62,691.20
PURCHASING DIVISION								
PURCHASING AND SERVICES MANAGER	H180	Classified	Hourly	55.41	58.18	61.08	64.13	67.32
			Bi-Weekly	4,432.80	4,654.40	4,886.40	5,130.40	5,385.60
			Monthly	9,604.40	10,084.53	10,587.20	11,115.87	11,668.80
			Annual	115,252.80	121,014.40	127,046.40	133,390.40	140,025.60
PURCHASING TECHNICIAN	C345	Classified	Hourly	33.57	35.25	36.98	38.81	40.78
			Bi-Weekly	2,685.60	2,820.00	2,958.40	3,104.80	3,262.40
			Monthly	5,818.80	6,110.00	6,409.87	6,727.07	7,068.53
			Annual	69,825.60	73,320.00	76,918.40	80,724.80	84,822.40
MAIL AND PURCHASING CLERK	C335	Classified	Hourly	26.50	27.83	29.13	30.65	32.15
			Bi-Weekly	2,120.00	2,226.40	2,330.40	2,452.00	2,572.00
			Monthly	4,593.33	4,823.87	5,049.20	5,312.67	5,572.67
			Annual	55,120.00	57,886.40	60,590.40	63,752.00	66,872.00

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<b>FIRE DEPARTMENT</b>							
<b>SWORN</b>							
DEPUTY FIRE CHIEF (40 HR)	F600	Classified	Hourly	91.21	95.77	100.56	105.59
			Bi-Weekly	7,296.80	7,661.60	8,044.80	8,447.20
			Monthly	15,809.73	16,600.13	17,430.40	18,302.27
			Annual	189,716.80	199,201.60	209,164.80	219,627.20
FIRE MARSHAL (40 HR)	F400	Classified	Hourly	82.92	87.07	91.42	95.99
			Bi-Weekly	6,633.60	6,965.60	7,313.60	7,679.20
			Monthly	14,372.80	15,092.13	15,846.13	16,638.27
			Annual	172,473.60	181,105.60	190,153.60	199,659.20
FIRE TRAINING OFFICER (40 HR)	F420	Classified	Hourly	82.92	87.07	91.42	95.99
			Bi-Weekly	6,633.60	6,965.60	7,313.60	7,679.20
			Monthly	14,372.80	15,092.13	15,846.13	16,638.27
			Annual	172,473.60	181,105.60	190,153.60	199,659.20
BATTALION CHIEF (56 HR)	F410	Classified	Hourly	53.84	56.53	59.36	62.34
			Bi-Weekly	6,030.08	6,331.36	6,648.32	6,982.08
			Monthly	13,065.17	13,717.95	14,404.69	15,127.84
			Annual	156,782.08	164,615.36	172,856.32	181,534.08
BATTALION CHIEF (40 HR)	F415	Classified	Hourly	75.37	79.14	83.11	87.27
			Bi-Weekly	6,029.60	6,331.20	6,648.80	6,981.60
			Monthly	13,064.13	13,717.60	14,405.73	15,126.80
			Annual	156,769.60	164,611.20	172,868.80	181,521.60
STAFF FIRE CAPTAIN (40 HR)	F240	Classified	Hourly			72.58	76.21
			Bi-Weekly			5,806.40	6,096.80
			Monthly			12,580.53	13,209.73
			Annual			150,966.40	158,516.80
STAFF FIRE CAPTAIN - EMT (40 HR)	F241	Classified	Hourly			67.20	70.56
			Bi-Weekly			5,376.00	5,644.80
			Monthly			11,648.00	12,230.40
			Annual			139,776.00	146,764.80
FIRE CAPTAIN (56 HR)	F245	Classified	Hourly			47.12	49.47
			Bi-Weekly			5,277.44	5,540.64
			Monthly			11,434.45	12,004.72
			Annual			137,213.44	144,056.64
FIRE CAPTAIN (40 HR)	F250	Classified	Hourly			65.98	69.27
			Bi-Weekly			5,278.40	5,541.60
			Monthly			11,436.53	12,006.80
			Annual			137,238.40	144,081.60
FIRE PREVENTION INSPECTOR (56 HR)	F225	Classified	Hourly	39.93	41.91	44.00	46.21
			Bi-Weekly	4,472.16	4,693.92	4,928.00	5,175.52
			Monthly	9,689.68	10,170.16	10,677.33	11,213.63
			Annual	116,276.16	122,041.92	128,128.00	134,563.52
FIRE PREVENTION INSPECTOR - EMT (40 HR)	F221	Classified	Hourly	51.72	54.31	57.03	59.88
			Bi-Weekly	4,137.60	4,344.80	4,562.40	4,790.40
			Monthly	8,964.80	9,413.73	9,885.20	10,379.20
			Annual	107,577.60	112,964.80	118,622.40	124,550.40
FIRE PREVENTION INSPECTOR (40 HR)	F220	Classified	Hourly	55.85	58.66	61.59	64.67
			Bi-Weekly	4,468.00	4,692.80	4,927.20	5,173.60
			Monthly	9,680.67	10,167.73	10,675.60	11,209.47
			Annual	116,168.00	122,012.80	128,107.20	134,513.60
APPARATUS OPERATOR (56 HR)	F210	Classified	Hourly	37.80	39.69	41.68	43.76
			Bi-Weekly	4,233.60	4,445.28	4,668.16	4,901.12
			Monthly	9,172.80	9,631.44	10,114.35	10,619.09
			Annual	110,073.60	115,577.28	121,372.16	127,429.12
APPARATUS OPERATOR - EMT (56 HR)	F211	Classified	Hourly	35.01	36.74	38.59	40.52
			Bi-Weekly	3,921.12	4,114.88	4,322.08	4,538.24
			Monthly	8,495.76	8,915.57	9,364.51	9,832.85
			Annual	101,949.12	106,986.88	112,374.08	117,994.24
APPARATUS OPERATOR (40 HR)	F215	Classified	Hourly	52.87	55.52	58.29	61.20
			Bi-Weekly	4,229.60	4,441.60	4,663.20	4,896.00
			Monthly	9,164.13	9,623.47	10,103.60	10,608.00
			Annual	109,969.60	115,481.60	121,243.20	127,296.00
FIREFIGHTER (56 HR)	F200	Classified	Hourly	35.62	37.41	39.28	41.25
			Bi-Weekly	3,989.44	4,189.92	4,399.36	4,620.00
			Monthly	8,643.79	9,078.16	9,531.95	10,010.00
			Annual	103,725.44	108,937.92	114,383.36	120,120.00
FIREFIGHTER (40 HR)	F205	Classified	Hourly	49.89	52.37	54.98	57.74
			Bi-Weekly	3,991.20	4,189.60	4,398.40	4,619.20
			Monthly	8,647.60	9,077.47	9,529.87	10,008.27
			Annual	103,771.20	108,929.60	114,358.40	120,099.20
FIREFIGHTER TRAINEE (40 HR)	F100	Classified	Hourly	45.35	47.61		
			Bi-Weekly	3,628.00	3,808.80		
			Monthly	7,860.67	8,252.40		
			Annual	94,328.00	99,028.80		

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Classification Title	Job Code	Service Type		Step A	Step B	Step C	Step D	Step E
PROFESSIONAL STAFF								
HAZARDOUS MATERIALS PROGRAM COORDINATOR	H590	Classified	Hourly	58.23	61.14	64.19	67.41	70.77
			Bi-Weekly	4,658.40	4,891.20	5,135.20	5,392.80	5,661.60
			Monthly	10,093.20	10,597.60	11,126.27	11,684.40	12,266.80
			Annual	121,118.40	127,171.20	133,515.20	140,212.80	147,201.60
FIRE PROTECTION ENGINEER	T510	Classified	Hourly	54.28	56.90	59.78	62.89	66.09
			Bi-Weekly	4,342.40	4,552.00	4,782.40	5,031.20	5,287.20
			Monthly	9,408.53	9,862.67	10,361.87	10,900.93	11,455.60
			Annual	112,902.40	118,352.00	124,342.40	130,811.20	137,467.20
EMERGENCY MEDICAL SERVICES COORDINATOR	H585	Classified	Hourly	52.88	55.53	58.29	61.20	64.27
			Bi-Weekly	4,230.40	4,442.40	4,663.20	4,896.00	5,141.60
			Monthly	9,165.87	9,625.20	10,103.60	10,608.00	11,140.13
			Annual	109,990.40	115,502.40	121,243.20	127,296.00	133,681.60
ENVIRONMENTAL SPECIALIST	T505	Classified	Hourly	52.93	55.57	58.35	61.28	64.34
			Bi-Weekly	4,234.40	4,445.60	4,668.00	4,902.40	5,147.20
			Monthly	9,174.53	9,632.13	10,114.00	10,621.87	11,152.27
			Annual	110,094.40	115,585.60	121,368.00	127,462.40	133,827.20
HAZARDOUS MATERIALS INSPECTOR	T500	Classified	Hourly	50.43	52.94	55.59	58.38	61.28
			Bi-Weekly	4,034.40	4,235.20	4,447.20	4,670.40	4,902.40
			Monthly	8,741.20	9,176.27	9,635.60	10,119.20	10,621.87
			Annual	104,894.40	110,115.20	115,627.20	121,430.40	127,462.40
FIRE SERVICES SUPERVISOR	H580	Classified	Hourly	52.92	55.57	58.33	61.25	64.32
			Bi-Weekly	4,233.60	4,445.60	4,666.40	4,900.00	5,145.60
			Monthly	9,172.80	9,632.13	10,110.53	10,616.67	11,148.80
			Annual	110,073.60	115,585.60	121,326.40	127,400.00	133,785.60
SENIOR FIRE TECHNICIAN	C260	Classified	Hourly	38.26	39.84	41.38	43.18	45.37
			Bi-Weekly	3,060.80	3,187.20	3,310.40	3,454.40	3,629.60
			Monthly	6,631.73	6,905.60	7,172.53	7,484.53	7,864.13
			Annual	79,580.80	82,867.20	86,070.40	89,814.40	94,369.60
FIRE TECHNICIAN II	C255	Classified	Hourly	33.66	35.33	37.10	38.97	40.90
			Bi-Weekly	2,692.80	2,826.40	2,968.00	3,117.60	3,272.00
			Monthly	5,834.40	6,123.87	6,430.67	6,754.80	7,089.33
			Annual	70,012.80	73,486.40	77,168.00	81,057.60	85,072.00
FIRE TECHNICIAN I	C250	Classified	Hourly	30.57	32.10	33.71	35.39	37.17
			Bi-Weekly	2,445.60	2,568.00	2,696.80	2,831.20	2,973.60
			Monthly	5,298.80	5,564.00	5,843.07	6,134.27	6,442.80
			Annual	63,585.60	66,768.00	70,116.80	73,611.20	77,313.60
HUMAN RESOURCES DEPARTMENT								
DEPUTY DIRECTOR OF HUMAN RESOURCES	U520	Classified	Hourly	67.77	71.16	74.73	78.46	82.37
			Bi-Weekly	5,421.60	5,692.80	5,978.40	6,276.80	6,589.60
			Monthly	11,746.80	12,334.40	12,953.20	13,599.73	14,277.47
			Annual	140,961.60	148,012.80	155,438.40	163,196.80	171,329.60
HUMAN RESOURCES MANAGER	U135	Classified	Hourly	53.12	55.77	58.57	61.50	64.57
			Bi-Weekly	4,249.60	4,461.60	4,685.60	4,920.00	5,165.60
			Monthly	9,207.47	9,666.80	10,152.13	10,660.00	11,192.13
			Annual	110,489.60	116,001.60	121,825.60	127,920.00	134,305.60
SENIOR HUMAN RESOURCES ANALYST	U120	Classified	Hourly	52.92	55.54	58.32	61.24	64.29
			Bi-Weekly	4,233.60	4,443.20	4,665.60	4,899.20	5,143.20
			Monthly	9,172.80	9,626.93	10,108.80	10,614.93	11,143.60
			Annual	110,073.60	115,523.20	121,305.60	127,379.20	133,723.20
HUMAN RESOURCES ANALYST II	U115	Classified	Hourly	48.12	50.52	53.05	55.69	58.47
			Bi-Weekly	3,849.60	4,041.60	4,244.00	4,455.20	4,677.60
			Monthly	8,340.80	8,756.80	9,195.33	9,652.93	10,134.80
			Annual	100,089.60	105,081.60	110,344.00	115,835.20	121,617.60
HUMAN RESOURCES ANALYST I	U110	Classified	Hourly	43.74	45.94	48.23	50.62	53.16
			Bi-Weekly	3,499.20	3,675.20	3,858.40	4,049.60	4,252.80
			Monthly	7,581.60	7,962.93	8,359.87	8,774.13	9,214.40
			Annual	90,979.20	95,555.20	100,318.40	105,289.60	110,572.80
HUMAN RESOURCES TECHNICIAN	U100	Classified	Hourly	31.86	33.47	35.14	36.88	38.72
			Bi-Weekly	2,548.80	2,677.60	2,811.20	2,950.40	3,097.60
			Monthly	5,522.40	5,801.47	6,090.93	6,392.53	6,711.47
			Annual	66,268.80	69,617.60	73,091.20	76,710.40	80,537.60
HUMAN RESOURCES ADMINISTRATIVE ASSISTANT	U105	Classified	Hourly	38.57	40.15	41.73	43.30	45.02
			Bi-Weekly	3,085.60	3,212.00	3,338.40	3,464.00	3,601.60
			Monthly	6,685.47	6,959.33	7,233.20	7,505.33	7,803.47
			Annual	80,225.60	83,512.00	86,798.40	90,064.00	93,641.60

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<b>LIBRARY SERVICES DEPARTMENT</b>							
<b>LIBRARY SERVICES DIVISION</b>							
LIBRARY OPERATIONS MANAGER	H755	Classified	Hourly	45.85	48.14	50.54	53.06
			Bi-Weekly	3,668.00	3,851.20	4,043.20	4,244.80
			Monthly	7,947.33	8,344.27	8,760.27	9,197.07
			Annual	95,368.00	100,131.20	105,123.20	110,364.80
SUPERVISING LIBRARIAN I	H750	Classified	Hourly	45.85	48.14	50.54	53.06
			Bi-Weekly	3,668.00	3,851.20	4,043.20	4,244.80
			Monthly	7,947.33	8,344.27	8,760.27	9,197.07
			Annual	95,368.00	100,131.20	105,123.20	110,364.80
LIBRARIAN II	T795	Classified	Hourly	36.31	38.14	39.97	42.00
			Bi-Weekly	2,904.80	3,051.20	3,197.60	3,360.00
			Monthly	6,293.73	6,610.93	6,928.13	7,280.00
			Annual	75,524.80	79,331.20	83,137.60	87,360.00
LIBRARIAN I	T790	Classified	Hourly	32.93	34.58	36.31	38.04
			Bi-Weekly	2,634.40	2,766.40	2,904.80	3,043.20
			Monthly	5,707.87	5,993.87	6,293.73	6,593.60
			Annual	68,494.40	71,926.40	75,524.80	79,123.20
LEAD LIBRARY ASSISTANT	C520	Classified	Hourly	32.04	33.66	35.26	36.99
			Bi-Weekly	2,563.20	2,692.80	2,820.80	2,959.20
			Monthly	5,553.60	5,834.40	6,111.73	6,411.60
			Annual	66,643.20	70,012.80	73,340.80	76,939.20
SENIOR LIBRARY ASSISTANT	C515	Classified	Hourly	29.58	30.89	32.30	33.73
			Bi-Weekly	2,366.40	2,471.20	2,584.00	2,698.40
			Monthly	5,127.20	5,354.27	5,598.67	5,846.53
			Annual	61,526.40	64,251.20	67,184.00	70,158.40
LIBRARY ASSISTANT	C510	Classified	Hourly	26.80	28.05	29.31	30.66
			Bi-Weekly	2,144.00	2,244.00	2,344.80	2,452.80
			Monthly	4,645.33	4,862.00	5,080.40	5,314.40
			Annual	55,744.00	58,344.00	60,964.80	63,772.80
SENIOR LIBRARY PAGE (.6 FTE)	C505	Classified	Hourly				21.56
			Bi-Weekly				1,034.88
			Monthly				2,242.24
			Annual				26,906.88
LIBRARY PAGE (.3 FTE)	C500	Classified	Hourly				19.59
			Bi-Weekly				470.16
			Monthly				1,018.68
			Annual				12,224.16
EDUCATION SERVICES MANAGER	H760	Classified	Hourly	45.85	48.14	50.54	53.06
			Bi-Weekly	3,668.00	3,851.20	4,043.20	4,244.80
			Monthly	7,947.33	8,344.27	8,760.27	9,197.07
			Annual	95,368.00	100,131.20	105,123.20	110,364.80
EDUCATIONAL SERVICES COORDINATOR	T780	Classified	Hourly	32.18	33.80	35.50	37.26
			Bi-Weekly	2,574.40	2,704.00	2,840.00	2,980.80
			Monthly	5,577.87	5,858.67	6,153.33	6,458.40
			Annual	66,934.40	70,304.00	73,840.00	77,500.80
LITERACY PROGRAM COORDINATOR	T785	Classified	Hourly	32.22	33.85	35.53	37.22
			Bi-Weekly	2,577.60	2,708.00	2,842.40	2,977.60
			Monthly	5,584.80	5,867.33	6,158.53	6,451.47
			Annual	67,017.60	70,408.00	73,902.40	77,417.60
LEAD PROGRAM ASSISTANT	C508	Classified	Hourly	32.04	33.66	35.26	36.99
			Bi-Weekly	2,563.20	2,692.80	2,820.80	2,959.20
			Monthly	5,553.60	5,834.40	6,111.73	6,411.60
			Annual	66,643.20	70,012.80	73,340.80	76,939.20
PROGRAM ASSISTANT	C506	Classified	Hourly	26.80	28.05	29.31	30.66
			Bi-Weekly	2,144.00	2,244.00	2,344.80	2,452.80
			Monthly	4,645.33	4,862.00	5,080.40	5,314.40
			Annual	55,744.00	58,344.00	60,964.80	63,772.80

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MAINTENANCE SERVICES DEPARTMENT								
FACILITIES MANAGEMENT								
FACILITIES AND BUILDING MANAGER	H605	Classified	Hourly	58.14	61.02	64.08	67.29	70.66
			Bi-Weekly	4,651.20	4,881.60	5,126.40	5,383.20	5,652.80
			Monthly	10,077.60	10,576.80	11,107.20	11,663.60	12,247.73
			Annual	120,931.20	126,921.60	133,286.40	139,963.20	146,972.80
FACILITIES LEADWORKER	M135	Classified	Hourly	57.53	59.82	62.14	64.70	67.45
			Bi-Weekly	4,602.40	4,785.60	4,971.20	5,176.00	5,396.00
			Monthly	9,971.87	10,368.80	10,770.93	11,214.67	11,691.33
			Annual	119,662.40	124,425.60	129,251.20	134,576.00	140,296.00
HVAC MECHANIC	M140	Classified	Hourly	46.27	48.12	50.01	52.14	54.29
			Bi-Weekly	3,701.60	3,849.60	4,000.80	4,171.20	4,343.20
			Monthly	8,020.13	8,340.80	8,668.40	9,037.60	9,410.27
			Annual	96,241.60	100,089.60	104,020.80	108,451.20	112,923.20
FACILITIES PAINTER II	M130	Classified	Hourly	40.60	42.25	43.90	45.72	47.63
			Bi-Weekly	3,248.00	3,380.00	3,512.00	3,657.60	3,810.40
			Monthly	7,037.33	7,323.33	7,609.33	7,924.80	8,255.87
			Annual	84,448.00	87,880.00	91,312.00	95,097.60	99,070.40
FACILITIES PAINTER I	M125	Classified	Hourly	36.93	38.44	39.98	41.65	43.30
			Bi-Weekly	2,954.40	3,075.20	3,198.40	3,332.00	3,464.00
			Monthly	6,401.20	6,662.93	6,929.87	7,219.33	7,505.33
			Annual	76,814.40	79,955.20	83,158.40	86,632.00	90,064.00
FACILITIES CARPENTER II	M120	Classified	Hourly	40.32	41.92	43.66	45.47	47.36
			Bi-Weekly	3,225.60	3,353.60	3,492.80	3,637.60	3,788.80
			Monthly	6,988.80	7,266.13	7,567.73	7,881.47	8,209.07
			Annual	83,865.60	87,193.60	90,812.80	94,577.60	98,508.80
FACILITIES CARPENTER I	M115	Classified	Hourly	36.68	38.19	39.75	41.36	43.10
			Bi-Weekly	2,934.40	3,055.20	3,180.00	3,308.80	3,448.00
			Monthly	6,357.87	6,619.60	6,890.00	7,169.07	7,470.67
			Annual	76,294.40	79,435.20	82,680.00	86,028.80	89,648.00
FACILITIES SERVICEWORKER II	M110	Classified	Hourly	32.69	33.98	35.37	36.62	38.04
			Bi-Weekly	2,615.20	2,718.40	2,829.60	2,929.60	3,043.20
			Monthly	5,666.27	5,889.87	6,130.80	6,347.47	6,593.60
			Annual	67,995.20	70,678.40	73,569.60	76,169.60	79,123.20
FACILITIES SERVICEWORKER I	M105	Classified	Hourly	29.72	30.90	32.15	33.29	34.57
			Bi-Weekly	2,377.60	2,472.00	2,572.00	2,663.20	2,765.60
			Monthly	5,151.47	5,356.00	5,572.67	5,770.27	5,992.13
			Annual	61,817.60	64,272.00	66,872.00	69,243.20	71,905.60
FLEET MANAGEMENT DIVISION								
FLEET MAINTENANCE MANAGER	H635	Classified	Hourly	58.14	61.02	64.08	67.29	70.66
			Bi-Weekly	4,651.20	4,881.60	5,126.40	5,383.20	5,652.80
			Monthly	10,077.60	10,576.80	11,107.20	11,663.60	12,247.73
			Annual	120,931.20	126,921.60	133,286.40	139,963.20	146,972.80
SENIOR EQUIPMENT MECHANIC	M620	Classified	Hourly	41.37	43.30	45.50	47.87	50.23
			Bi-Weekly	3,309.60	3,464.00	3,640.00	3,829.60	4,018.40
			Monthly	7,170.80	7,505.33	7,886.67	8,297.47	8,706.53
			Annual	86,049.60	90,064.00	94,640.00	99,569.60	104,478.40
EQUIPMENT MECHANIC II	M615	Classified	Hourly	35.65	37.31	39.21	41.25	43.29
			Bi-Weekly	2,852.00	2,984.80	3,136.80	3,300.00	3,463.20
			Monthly	6,179.33	6,467.07	6,796.40	7,150.00	7,503.60
			Annual	74,152.00	77,604.80	81,556.80	85,800.00	90,043.20
EQUIPMENT MECHANIC I	M610	Classified	Hourly	32.45	34.08	35.82	37.59	39.44
			Bi-Weekly	2,596.00	2,726.40	2,865.60	3,007.20	3,155.20
			Monthly	5,624.67	5,907.20	6,208.80	6,515.60	6,836.27
			Annual	67,496.00	70,886.40	74,505.60	78,187.20	82,035.20
EQUIPMENT PARTS STOREKEEPER	M605	Classified	Hourly	30.23	31.85	33.37	35.07	36.84
			Bi-Weekly	2,418.40	2,548.00	2,669.60	2,805.60	2,947.20
			Monthly	5,239.87	5,520.67	5,784.13	6,078.80	6,385.60
			Annual	62,878.40	66,248.00	69,409.60	72,945.60	76,627.20
EQUIPMENT SERVICE ATTENDANT	M600	Classified	Hourly	27.90	28.99	30.20	31.22	32.43
			Bi-Weekly	2,232.00	2,319.20	2,416.00	2,497.60	2,594.40
			Monthly	4,836.00	5,024.93	5,234.67	5,411.47	5,621.20
			Annual	58,032.00	60,299.20	62,816.00	64,937.60	67,454.40

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LANDSCAPE MAINTENANCE DIVISION								
LANDSCAPE MAINTENANCE MANAGER	H615	Classified	Hourly	58.14	61.02	64.08	67.29	70.66
			Bi-Weekly	4,651.20	4,881.60	5,126.40	5,383.20	5,652.80
			Monthly	10,077.60	10,576.80	11,107.20	11,663.60	12,247.73
			Annual	120,931.20	126,921.60	133,286.40	139,963.20	146,972.80
GROUNDSKEEPER III	M215	Classified	Hourly	43.42	45.15	46.97	48.66	50.53
			Bi-Weekly	3,473.60	3,612.00	3,757.60	3,892.80	4,042.40
			Monthly	7,526.13	7,826.00	8,141.47	8,434.40	8,758.53
			Annual	90,313.60	93,912.00	97,697.60	101,212.80	105,102.40
GROUNDSKEEPER II	M210	Classified	Hourly	37.75	39.27	40.85	42.30	43.93
			Bi-Weekly	3,020.00	3,141.60	3,268.00	3,384.00	3,514.40
			Monthly	6,543.33	6,806.80	7,080.67	7,332.00	7,614.53
			Annual	78,520.00	81,681.60	84,968.00	87,984.00	91,374.40
GROUNDSKEEPER I	M205	Classified	Hourly	34.29	35.66	37.16	38.45	39.94
			Bi-Weekly	2,743.20	2,852.80	2,972.80	3,076.00	3,195.20
			Monthly	5,943.60	6,181.07	6,441.07	6,664.67	6,922.93
			Annual	71,323.20	74,172.80	77,292.80	79,976.00	83,075.20
TREE TRIMMER	M220	Classified	Hourly	37.75	39.27	40.85	42.30	43.93
			Bi-Weekly	3,020.00	3,141.60	3,268.00	3,384.00	3,514.40
			Monthly	6,543.33	6,806.80	7,080.67	7,332.00	7,614.53
			Annual	78,520.00	81,681.60	84,968.00	87,984.00	91,374.40
STREET MAINTENANCE DIVISION								
STREETS MAINTENANCE MANAGER	H625	Classified	Hourly	58.14	61.02	64.08	67.29	70.66
			Bi-Weekly	4,651.20	4,881.60	5,126.40	5,383.20	5,652.80
			Monthly	10,077.60	10,576.80	11,107.20	11,663.60	12,247.73
			Annual	120,931.20	126,921.60	133,286.40	139,963.20	146,972.80
SENIOR MAINTENANCE LEADER	M315	Classified	Hourly	45.52	47.27	49.23	50.97	52.92
			Bi-Weekly	3,641.60	3,781.60	3,938.40	4,077.60	4,233.60
			Monthly	7,890.13	8,193.47	8,533.20	8,834.80	9,172.80
			Annual	94,681.60	98,321.60	102,398.40	106,017.60	110,073.60
MAINTENANCE LEADER	M310	Classified	Hourly	39.58	41.12	42.82	44.32	46.02
			Bi-Weekly	3,166.40	3,289.60	3,425.60	3,545.60	3,681.60
			Monthly	6,860.53	7,127.47	7,422.13	7,682.13	7,976.80
			Annual	82,326.40	85,529.60	89,065.60	92,185.60	95,721.60
SWEEPER EQUIPMENT OPERATOR	M700	Classified	Hourly	33.81	34.94	36.35	37.90	39.40
			Bi-Weekly	2,704.80	2,795.20	2,908.00	3,032.00	3,152.00
			Monthly	5,860.40	6,056.27	6,300.67	6,569.33	6,829.33
			Annual	70,324.80	72,675.20	75,608.00	78,832.00	81,952.00
POLICE DEPARTMENT								
SWORN								
POLICE CAPTAIN	P300	Classified	Hourly	89.04	93.48	98.17	103.07	108.21
			Bi-Weekly	7,123.20	7,478.40	7,853.60	8,245.60	8,656.80
			Monthly	15,433.60	16,203.20	17,016.13	17,865.47	18,756.40
			Annual	185,203.20	194,438.40	204,193.60	214,385.60	225,076.80
POLICE LIEUTENANT	P215	Classified	Hourly				77.65	81.43
			Bi-Weekly				6,212.00	6,514.40
			Monthly				13,459.33	14,114.53
			Annual				161,512.00	169,374.40
POLICE SERGEANT	P210	Classified	Hourly			66.53	69.74	73.31
			Bi-Weekly			5,322.40	5,579.20	5,864.80
			Monthly			11,531.87	12,088.27	12,707.07
			Annual			138,382.40	145,059.20	152,484.80
POLICE OFFICER	P200	Classified	Hourly	48.86	51.20	53.69	56.28	58.96
			Bi-Weekly	3,908.80	4,096.00	4,295.20	4,502.40	4,716.80
			Monthly	8,469.07	8,874.67	9,306.27	9,755.20	10,219.73
			Annual	101,628.80	106,496.00	111,675.20	117,062.40	122,636.80
POLICE OFFICER TRAINEE	P100	Classified	Hourly	36.62	38.42			
			Bi-Weekly	2,929.60	3,073.60			
			Monthly	6,347.47	6,659.47			
			Annual	76,169.60	79,913.60			

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PROFESSIONAL STAFF								
PERSONNEL AND TRAINING ADMINISTRATOR	H450	Classified	Hourly	66.35	69.66	73.16	76.81	80.64
			Bi-Weekly	5,308.00	5,572.80	5,852.80	6,144.80	6,451.20
			Monthly	11,500.67	12,074.40	12,681.07	13,313.73	13,977.60
			Annual	138,008.00	144,892.80	152,172.80	159,764.80	167,731.20
PERSONNEL OPERATIONS SPECIALIST	H460	Classified	Hourly	43.54	45.32	47.10	48.87	50.82
			Bi-Weekly	3,483.20	3,625.60	3,768.00	3,909.60	4,065.60
			Monthly	7,546.93	7,855.47	8,164.00	8,470.80	8,808.80
			Annual	90,563.20	94,265.60	97,968.00	101,649.60	105,705.60
SENIOR CRIME AND INTELLIGENCE ANALYST	H406	Classified	Hourly	52.92	55.54	58.32	61.24	64.29
			Bi-Weekly	4,233.60	4,443.20	4,665.60	4,899.20	5,143.20
			Monthly	9,172.80	9,626.93	10,108.80	10,614.93	11,143.60
			Annual	110,073.60	115,523.20	121,305.60	127,379.20	133,723.20
CRIME AND INTELLIGENCE ANALYST	H405	Classified	Hourly	48.12	50.52	53.05	55.69	58.47
			Bi-Weekly	3,849.60	4,041.60	4,244.00	4,455.20	4,677.60
			Monthly	8,340.80	8,756.80	9,195.33	9,652.93	10,134.80
			Annual	100,089.60	105,081.60	110,344.00	115,835.20	121,617.60
POLICE PROGRAMS ANALYST	H400	Classified	Hourly	48.12	50.52	53.05	55.69	58.47
			Bi-Weekly	3,849.60	4,041.60	4,244.00	4,455.20	4,677.60
			Monthly	8,340.80	8,756.80	9,195.33	9,652.93	10,134.80
			Annual	100,089.60	105,081.60	110,344.00	115,835.20	121,617.60
SPECIAL OPERATIONS DIVISION								
CRIME PREVENTION SPECIALIST II	C671	Classified	Hourly	37.08	38.92	40.87	42.93	45.07
			Bi-Weekly	2,966.40	3,113.60	3,269.60	3,434.40	3,605.60
			Monthly	6,427.20	6,746.13	7,084.13	7,441.20	7,812.13
			Annual	77,126.40	80,953.60	85,009.60	89,294.40	93,745.60
CRIME PREVENTION SPECIALIST I	C670	Classified	Hourly	33.70	35.37	37.15	39.02	40.96
			Bi-Weekly	2,696.00	2,829.60	2,972.00	3,121.60	3,276.80
			Monthly	5,841.33	6,130.80	6,439.33	6,763.47	7,099.73
			Annual	70,096.00	73,569.60	77,272.00	81,161.60	85,196.80
RESERVE OFFICER COORDINATOR	H455	Classified	Hourly	60.34	63.37	66.52	69.74	73.31
			Bi-Weekly	4,827.20	5,069.60	5,321.60	5,579.20	5,864.80
			Monthly	10,458.93	10,984.13	11,530.13	12,088.27	12,707.07
			Annual	125,507.20	131,809.60	138,361.60	145,059.20	152,484.80
INVESTIGATION DIVISION								
YOUTH AND FAMILY SERVICES ADMINISTRATOR	H445	Classified	Hourly	66.35	69.66	73.16	76.81	80.64
			Bi-Weekly	5,308.00	5,572.80	5,852.80	6,144.80	6,451.20
			Monthly	11,500.67	12,074.40	12,681.07	13,313.73	13,977.60
			Annual	138,008.00	144,892.80	152,172.80	159,764.80	167,731.20
COUNSELING SUPERVISOR	H440	Classified	Hourly	49.92	52.43	55.04	57.78	60.68
			Bi-Weekly	3,993.60	4,194.40	4,403.20	4,622.40	4,854.40
			Monthly	8,652.80	9,087.87	9,540.27	10,015.20	10,517.87
			Annual	103,833.60	109,054.40	114,483.20	120,182.40	126,214.40
FAMILY COUNSELOR	T550	Classified	Hourly	40.35	42.35	44.48	46.51	48.94
			Bi-Weekly	3,228.00	3,388.00	3,558.40	3,720.80	3,915.20
			Monthly	6,994.00	7,340.67	7,709.87	8,061.73	8,482.93
			Annual	83,928.00	88,088.00	92,518.40	96,740.80	101,795.20
CERTIFIED LATENT PRINT EXAMINER	T560	Classified	Hourly	52.93	55.57	58.35	61.28	64.34
			Bi-Weekly	4,234.40	4,445.60	4,668.00	4,902.40	5,147.20
			Monthly	9,174.53	9,632.13	10,114.00	10,621.87	11,152.27
			Annual	110,094.40	115,585.60	121,368.00	127,462.40	133,827.20
SUPPORT SERVICES DIVISION								
OPERATIONS SUPPORT SERVICES MANAGER	U400	Classified	Hourly	76.29	80.10	84.92	89.17	93.61
			Bi-Weekly	6,103.20	6,408.00	6,793.60	7,133.60	7,488.80
			Monthly	13,223.60	13,884.00	14,719.47	15,456.13	16,225.73
			Annual	158,683.20	166,608.00	176,633.60	185,473.60	194,708.80
PROPERTY/EVIDENCE AND CRIME SCENE ADMINISTRATOR	H415	Classified	Hourly	52.92	55.55	58.32	61.25	64.31
			Bi-Weekly	4,233.60	4,444.00	4,665.60	4,900.00	5,144.80
			Monthly	9,172.80	9,628.67	10,108.80	10,616.67	11,147.07
			Annual	110,073.60	115,544.00	121,305.60	127,400.00	133,764.80
PROPERTY AND EVIDENCE SUPERVISOR	H410	Classified	Hourly	39.06	41.01	43.06	45.20	47.45
			Bi-Weekly	3,124.80	3,280.80	3,444.80	3,616.00	3,796.00
			Monthly	6,770.40	7,108.40	7,463.73	7,834.67	8,224.67
			Annual	81,244.80	85,300.80	89,564.80	94,016.80	98,696.00
POLICE ID SPECIALIST	T555	Classified	Hourly	35.57	37.35	39.22	41.20	43.14
			Bi-Weekly	2,845.60	2,988.00	3,137.60	3,296.00	3,451.20
			Monthly	6,165.47	6,474.00	6,798.13	7,141.33	7,477.60
			Annual	73,985.60	77,688.00	81,577.60	85,696.00	89,731.20
CRIME SCENE TECHNICIAN	C685	Classified	Hourly	33.58	35.10	36.71	38.35	40.17
			Bi-Weekly	2,686.40	2,808.00	2,936.80	3,068.00	3,213.60
			Monthly	5,820.53	6,084.00	6,363.07	6,647.33	6,962.80
			Annual	69,846.40	73,008.00	76,356.80	79,768.00	83,553.60
PROPERTY & EVIDENCE TECHNICIAN	C665	Classified	Hourly	32.45	33.85	35.49	37.11	38.87
			Bi-Weekly	2,596.00	2,708.00	2,839.20	2,968.80	3,109.60
			Monthly	5,624.67	5,867.33	6,151.60	6,432.40	6,737.47
			Annual	67,496.00	70,408.00	73,819.20	77,188.80	80,849.60

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ANIMAL SERVICES ADMINISTRATOR	H430	Classified	Hourly	52.92	55.55	58.32	61.25	64.31
			Bi-Weekly	4,233.60	4,444.00	4,665.60	4,900.00	5,144.80
			Monthly	9,172.80	9,628.67	10,108.80	10,616.67	11,147.07
			Annual	110,073.60	115,544.00	121,305.60	127,400.00	133,764.80
SHELTER OPERATIONS SUPERVISOR	C621	Classified	Hourly	35.75	37.34	39.08	40.87	42.81
			Bi-Weekly	2,860.00	2,987.20	3,126.40	3,269.60	3,424.80
			Monthly	6,196.67	6,472.27	6,773.87	7,084.13	7,420.40
			Annual	74,360.00	77,667.20	81,286.40	85,009.60	89,044.80
ANIMAL CONTROL OFFICER	C610	Classified	Hourly	30.74	32.31	33.78	35.37	37.05
			Bi-Weekly	2,459.20	2,584.80	2,702.40	2,829.60	2,964.00
			Monthly	5,328.27	5,600.40	5,855.20	6,130.80	6,422.00
			Annual	63,939.20	67,204.80	70,262.40	73,569.60	77,064.00
ANIMAL CARE ATTENDANT	C600	Classified	Hourly	25.57	26.66	27.72	28.93	30.37
			Bi-Weekly	2,045.60	2,132.80	2,217.60	2,314.40	2,429.60
			Monthly	4,432.13	4,621.07	4,804.80	5,014.53	5,264.13
			Annual	53,185.60	55,452.80	57,657.60	60,174.40	63,169.60
SHELTER VOLUNTEER COORDINATOR	C607	Classified	Hourly	25.57	26.66	27.72	28.93	30.37
			Bi-Weekly	2,045.60	2,132.80	2,217.60	2,314.40	2,429.60
			Monthly	4,432.13	4,621.07	4,804.80	5,014.53	5,264.13
			Annual	53,185.60	55,452.80	57,657.60	60,174.40	63,169.60
COMMUNICATIONS ADMINISTRATOR	H435	Classified	Hourly	52.92	55.55	58.32	61.25	64.31
			Bi-Weekly	4,233.60	4,444.00	4,665.60	4,900.00	5,144.80
			Monthly	9,172.80	9,628.67	10,108.80	10,616.67	11,147.07
			Annual	110,073.60	115,544.00	121,305.60	127,400.00	133,764.80
COMMUNICATIONS SUPERVISOR	C645	Classified	Hourly	44.27	46.49	48.82	51.25	53.84
			Bi-Weekly	3,541.60	3,719.20	3,905.60	4,100.00	4,307.20
			Monthly	7,673.47	8,058.27	8,462.13	8,883.33	9,332.27
			Annual	92,081.60	96,699.20	101,545.60	106,600.00	111,987.20
COMMUNICATIONS OPERATOR	C635	Classified	Hourly	38.41	40.37	42.34	44.52	46.75
			Bi-Weekly	3,072.80	3,229.60	3,387.20	3,561.60	3,740.00
			Monthly	6,657.73	6,997.47	7,338.93	7,716.80	8,103.33
			Annual	79,892.80	83,969.60	88,067.20	92,601.60	97,240.00
CALL TAKER	C633	Classified	Hourly	31.97	33.53	35.23	36.99	38.84
			Bi-Weekly	2,557.60	2,682.40	2,818.40	2,959.20	3,107.20
			Monthly	5,541.47	5,811.87	6,106.53	6,411.60	6,732.27
			Annual	66,497.60	69,742.40	73,278.40	76,939.20	80,787.20
RECORDS ADMINISTRATOR	H425	Classified	Hourly	52.92	55.55	58.32	61.25	64.31
			Bi-Weekly	4,233.60	4,444.00	4,665.60	4,900.00	5,144.80
			Monthly	9,172.80	9,628.67	10,108.80	10,616.67	11,147.07
			Annual	110,073.60	115,544.00	121,305.60	127,400.00	133,764.80
RECORDS SUPERVISOR	C705	Classified	Hourly	38.42	40.35	42.35	44.48	46.71
			Bi-Weekly	3,073.60	3,228.00	3,388.00	3,558.40	3,736.80
			Monthly	6,659.47	6,994.00	7,340.67	7,709.87	8,096.40
			Annual	79,913.60	83,928.00	88,088.00	92,518.40	97,156.80
POLICE RECORDS CLERK II	C695	Classified	Hourly	29.88	31.07	32.31	33.73	35.38
			Bi-Weekly	2,390.40	2,485.60	2,584.80	2,698.40	2,830.40
			Monthly	5,179.20	5,385.47	5,600.40	5,846.53	6,132.53
			Annual	62,150.40	64,625.60	67,204.80	70,158.40	73,590.40
POLICE RECORDS CLERK I	C690	Classified	Hourly	26.26	27.63	29.10	30.53	32.18
			Bi-Weekly	2,100.80	2,210.40	2,328.00	2,442.40	2,574.40
			Monthly	4,551.73	4,789.20	5,044.00	5,291.87	5,577.87
			Annual	54,620.80	57,470.40	60,528.00	63,502.40	66,934.40
JAIL ADMINISTRATOR	H420	Classified	Hourly	52.92	55.55	58.32	61.25	64.31
			Bi-Weekly	4,233.60	4,444.00	4,665.60	4,900.00	5,144.80
			Monthly	9,172.80	9,628.67	10,108.80	10,616.67	11,147.07
			Annual	110,073.60	115,544.00	121,305.60	127,400.00	133,764.80
JAIL SUPERVISOR	C660	Classified	Hourly	40.67	42.36	44.41	46.48	48.71
			Bi-Weekly	3,253.60	3,388.80	3,552.80	3,718.40	3,896.80
			Monthly	7,049.47	7,342.40	7,697.73	8,056.53	8,443.07
			Annual	84,593.60	88,108.80	92,372.80	96,678.40	101,316.80
COMMUNITY SERVICE OFFICER	C650	Classified	Hourly	35.52	37.07	38.84	40.64	42.57
			Bi-Weekly	2,841.60	2,965.60	3,107.20	3,251.20	3,405.60
			Monthly	6,156.80	6,425.47	6,732.27	7,044.27	7,378.80
			Annual	73,881.60	77,105.60	80,787.20	84,531.20	88,545.60

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PUBLIC WORKS & UTILITIES DEPARTMENT								
ADMINISTRATION								
ASSISTANT DIRECTOR OF PUBLIC WORKS-UTILITIES	U525	Classified	Hourly	81.79	85.89	90.19	94.70	99.44
			Bi-Weekly	6,543.20	6,871.20	7,215.20	7,576.00	7,955.20
			Monthly	14,176.93	14,887.60	15,632.93	16,414.67	17,236.27
			Annual	170,123.20	178,651.20	187,595.20	196,976.00	206,835.20
DEPUTY DIRECTOR OF PUBLIC WORKS	U510	Classified	Hourly	74.36	78.08	82.00	86.10	90.40
			Bi-Weekly	5,948.80	6,246.40	6,560.00	6,888.00	7,232.00
			Monthly	12,889.07	13,533.87	14,213.33	14,924.00	15,669.33
			Annual	154,668.80	162,406.40	170,560.00	179,088.00	188,032.00
WATER RESOURCES MANAGER	H875	Classified	Hourly	74.36	78.08	82.00	86.10	90.40
			Bi-Weekly	5,948.80	6,246.40	6,560.00	6,888.00	7,232.00
			Monthly	12,889.07	13,533.87	14,213.33	14,924.00	15,669.33
			Annual	154,668.80	162,406.40	170,560.00	179,088.00	188,032.00
UTILITIES ENGINEERING MANAGER	H880	Classified	Hourly	74.36	78.08	82.00	86.10	90.40
			Bi-Weekly	5,948.80	6,246.40	6,560.00	6,888.00	7,232.00
			Monthly	12,889.07	13,533.87	14,213.33	14,924.00	15,669.33
			Annual	154,668.80	162,406.40	170,560.00	179,088.00	188,032.00
SENIOR UTILITY SERVICE REPRESENTATIVE	M820	Classified	Hourly	42.77	44.87	47.03	49.45	51.86
			Bi-Weekly	3,421.60	3,589.60	3,762.40	3,956.00	4,148.80
			Monthly	7,413.47	7,777.47	8,151.87	8,571.33	8,989.07
			Annual	88,961.60	93,329.60	97,822.40	102,856.00	107,868.80
STOREKEEPER - EXPEDITER	M100	Classified	Hourly	31.57	32.88	34.11	35.40	36.75
			Bi-Weekly	2,525.60	2,630.40	2,728.80	2,832.00	2,940.00
			Monthly	5,472.13	5,699.20	5,912.40	6,136.00	6,370.00
			Annual	65,665.60	68,390.40	70,948.80	73,632.00	76,440.00
AIRPORT DIVISION SUMMARY								
AIRPORT MANAGER	H205	Classified	Hourly	65.54	68.79	72.23	75.84	79.63
			Bi-Weekly	5,243.20	5,503.20	5,778.40	6,067.20	6,370.40
			Monthly	11,360.27	11,923.60	12,519.87	13,145.60	13,802.53
			Annual	136,323.20	143,083.20	150,238.40	157,747.20	165,630.40
AIRPORT OPERATIONS SUPERVISOR	H200	Classified	Hourly	54.62	57.33	60.21	63.23	66.38
			Bi-Weekly	4,369.60	4,586.40	4,816.80	5,058.40	5,310.40
			Monthly	9,467.47	9,937.20	10,436.40	10,959.87	11,505.87
			Annual	113,609.60	119,246.40	125,236.80	131,518.40	138,070.40
AIRPORT BUSINESS SUPERVISOR	H198	Classified	Hourly	52.92	55.54	58.32	61.24	64.29
			Bi-Weekly	4,233.60	4,443.20	4,665.60	4,899.20	5,143.20
			Monthly	9,172.80	9,626.93	10,108.80	10,614.93	11,143.60
			Annual	110,073.60	115,523.20	121,305.60	127,379.20	133,723.20
AIRPORT OPERATIONS SPECIALIST	T270	Classified	Hourly	33.83	35.55	37.30	39.08	41.09
			Bi-Weekly	2,706.40	2,844.00	2,984.00	3,126.40	3,287.20
			Monthly	5,863.87	6,162.00	6,465.33	6,773.87	7,122.27
			Annual	70,366.40	73,944.00	77,584.00	81,286.40	85,467.20
SENIOR AIRPORT MAINTENANCE WORKER	M510	Classified	Hourly	41.40	42.93	44.64	46.47	48.33
			Bi-Weekly	3,312.00	3,434.40	3,571.20	3,717.60	3,866.40
			Monthly	7,176.00	7,441.20	7,737.60	8,054.80	8,377.20
			Annual	86,112.00	89,294.40	92,851.20	96,657.60	100,526.40
AIRPORT MAINTENANCE WORKER	M505	Classified	Hourly	37.75	39.27	40.84	42.30	43.93
			Bi-Weekly	3,020.00	3,141.60	3,267.20	3,384.00	3,514.40
			Monthly	6,543.33	6,806.80	7,078.93	7,332.00	7,614.53
			Annual	78,520.00	81,681.60	84,947.20	87,984.00	91,374.40
AIRPORT ATTENDANT	M500	Classified	Hourly	29.72	30.90	32.15	33.29	34.57
			Bi-Weekly	2,377.60	2,472.00	2,572.00	2,663.20	2,765.60
			Monthly	5,151.47	5,356.00	5,572.67	5,770.27	5,992.13
			Annual	61,817.60	64,272.00	66,872.00	69,243.20	71,905.60
ENGINEERING/TRANSPORTATION DIVISION								
REAL PROPERTY MANAGER	H225	Classified	Hourly	48.07	50.49	53.00	55.66	58.44
			Bi-Weekly	3,845.60	4,039.20	4,240.00	4,452.80	4,675.20
			Monthly	8,332.13	8,751.60	9,186.67	9,647.73	10,129.60
			Annual	99,985.60	105,019.20	110,240.00	115,772.80	121,555.20
REAL PROPERTY ASSOCIATE	T260	Classified	Hourly	42.66	44.90	47.15	49.44	51.88
			Bi-Weekly	3,412.80	3,592.00	3,772.00	3,955.20	4,150.40
			Monthly	7,394.40	7,782.67	8,172.67	8,569.60	8,992.53
			Annual	88,732.80	93,392.00	98,072.00	102,835.20	107,910.40
REAL PROPERTY ASSISTANT	T255	Classified	Hourly	36.37	38.18	40.00	42.00	44.11
			Bi-Weekly	2,909.60	3,054.40	3,200.00	3,360.00	3,528.80
			Monthly	6,304.13	6,617.87	6,933.33	7,280.00	7,645.73
			Annual	75,649.60	79,414.40	83,200.00	87,360.00	91,748.80
SENIOR CIVIL ENGINEER	H240	Classified	Hourly	61.98	65.07	68.33	71.74	75.32
			Bi-Weekly	4,958.40	5,205.60	5,466.40	5,739.20	6,025.60
			Monthly	10,743.20	11,278.80	11,843.87	12,434.93	13,055.47
			Annual	128,918.40	135,345.60	142,126.40	149,219.20	156,665.60
ASSOCIATE CIVIL ENGINEER	T215	Classified	Hourly	55.86	58.69	61.53	64.66	67.81
			Bi-Weekly	4,468.80	4,695.20	4,922.40	5,172.80	5,424.80
			Monthly	9,682.40	10,172.93	10,665.20	11,207.73	11,753.73
			Annual	116,188.80	122,075.20	127,982.40	134,492.80	141,044.80
ASSISTANT CIVIL ENGINEER	T210	Classified	Hourly	48.12	50.62	53.20	55.76	58.56
			Bi-Weekly	3,849.60	4,049.60	4,256.00	4,460.80	4,684.80
			Monthly	8,340.80	8,774.13	9,221.33	9,665.07	10,150.40
			Annual	100,089.60	105,289.60	110,656.00	115,980.80	121,804.80

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ENGINEERING TECHNICIAN	T200	Classified	Hourly	36.41	38.17	40.11	42.10	44.12
			Bi-Weekly	2,912.80	3,053.60	3,208.80	3,368.00	3,529.60
			Monthly	6,311.07	6,616.13	6,952.40	7,297.33	7,647.47
			Annual	75,732.80	79,393.60	83,428.80	87,568.00	91,769.60
SURVEY ENGINEER	H230	Classified	Hourly	56.26	59.08	62.04	65.14	68.38
			Bi-Weekly	4,500.80	4,726.40	4,963.20	5,211.20	5,470.40
			Monthly	9,751.73	10,240.53	10,753.60	11,290.93	11,852.53
			Annual	117,020.80	122,886.40	129,043.20	135,491.20	142,230.40
SURVEYOR	T265	Classified	Hourly	45.49	47.73	50.10	52.59	55.23
			Bi-Weekly	3,639.20	3,818.40	4,008.00	4,207.20	4,418.40
			Monthly	7,884.93	8,273.20	8,684.00	9,115.60	9,573.20
			Annual	94,619.20	99,278.40	104,208.00	109,387.20	114,878.40
TRANSPORTATION MANAGER	H220	Classified	Hourly	72.13	75.76	79.54	83.52	87.68
			Bi-Weekly	5,770.40	6,060.80	6,363.20	6,681.60	7,014.40
			Monthly	12,502.53	13,131.73	13,786.93	14,476.80	15,197.87
			Annual	150,030.40	157,580.80	165,443.20	173,721.60	182,374.40
SENIOR TRANSPORTATION ENGINEER	H215	Classified	Hourly	62.57	65.70	68.98	72.43	76.04
			Bi-Weekly	5,005.60	5,256.00	5,518.40	5,794.40	6,083.20
			Monthly	10,845.47	11,388.00	11,956.53	12,554.53	13,180.27
			Annual	130,145.60	136,656.00	143,478.40	150,654.40	158,163.20
ASSOCIATE TRANSPORTATION ENGINEER	T240	Classified	Hourly	55.86	58.69	61.53	64.66	67.81
			Bi-Weekly	4,468.80	4,695.20	4,922.40	5,172.80	5,424.80
			Monthly	9,682.40	10,172.93	10,665.20	11,207.73	11,753.73
			Annual	116,188.80	122,075.20	127,982.40	134,492.80	141,044.80
ASSISTANT TRANSPORTATION ENGINEER	T235	Classified	Hourly	48.12	50.62	53.20	55.76	58.56
			Bi-Weekly	3,849.60	4,049.60	4,256.00	4,460.80	4,684.80
			Monthly	8,340.80	8,774.13	9,221.33	9,665.07	10,150.40
			Annual	100,089.60	105,289.60	110,656.00	115,980.80	121,804.80
SENIOR TRANSPORTATION PLANNER	H210	Classified	Hourly	52.81	55.43	58.21	61.11	64.17
			Bi-Weekly	4,224.80	4,434.40	4,656.80	4,888.80	5,133.60
			Monthly	9,153.73	9,607.87	10,089.73	10,592.40	11,122.80
			Annual	109,844.80	115,294.40	121,076.80	127,108.80	133,473.60
ASSOCIATE TRANSPORTATION PLANNER	T225	Classified	Hourly	47.13	49.44	51.90	54.57	57.18
			Bi-Weekly	3,770.40	3,955.20	4,152.00	4,365.60	4,574.40
			Monthly	8,169.20	8,569.60	8,996.00	9,458.80	9,911.20
			Annual	98,030.40	102,835.20	107,952.00	113,505.60	118,934.40
TRAFFIC SIGNAL TECHNICIAN	T220	Classified	Hourly	38.23	40.08	42.12	44.20	46.32
			Bi-Weekly	3,058.40	3,206.40	3,369.60	3,536.00	3,705.60
			Monthly	6,626.53	6,947.20	7,300.80	7,661.33	8,028.80
			Annual	79,518.40	83,366.40	87,609.60	91,936.00	96,345.60
SUPERVISING CONSTRUCTION INSPECTOR	H235	Classified	Hourly	56.35	59.16	62.12	65.23	68.49
			Bi-Weekly	4,508.00	4,732.80	4,969.60	5,218.40	5,479.20
			Monthly	9,767.33	10,254.40	10,767.47	11,306.53	11,871.60
			Annual	117,208.00	123,052.80	129,209.60	135,678.40	142,459.20
SENIOR CONSTRUCTION INSPECTOR	T250	Classified	Hourly	51.18	53.91	56.63	59.30	62.26
			Bi-Weekly	4,094.40	4,312.80	4,530.40	4,744.00	4,980.80
			Monthly	8,871.20	9,344.40	9,815.87	10,278.67	10,791.73
			Annual	106,454.40	112,132.80	117,790.40	123,344.00	129,500.80
CONSTRUCTION INSPECTOR	T245	Classified	Hourly	42.88	45.08	47.18	49.58	52.10
			Bi-Weekly	3,430.40	3,606.40	3,774.40	3,966.40	4,168.00
			Monthly	7,432.53	7,813.87	8,177.87	8,593.87	9,030.67
			Annual	89,190.40	93,766.40	98,134.40	103,126.40	108,368.00

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RECYCLING-SOLID WASTE								
SOLID WASTE PROGRAM MANAGER	H800	Classified	Hourly	52.92	55.54	58.32	61.24	64.29
			Bi-Weekly	4,233.60	4,443.20	4,665.60	4,899.20	5,143.20
			Monthly	9,172.80	9,626.93	10,108.80	10,614.93	11,143.60
			Annual	110,073.60	115,523.20	121,305.60	127,379.20	133,723.20
RECYCLING SPECIALIST	T800	Classified	Hourly	36.68	38.51	40.38	42.44	44.54
			Bi-Weekly	2,934.40	3,080.80	3,230.40	3,395.20	3,563.20
			Monthly	6,357.87	6,675.07	6,999.20	7,356.27	7,720.27
			Annual	76,294.40	80,100.80	83,990.40	88,275.20	92,643.20
SUSTAINABILITY SPECIALIST	T803	Classified	Hourly	42.02	44.11	46.31	48.62	51.06
			Bi-Weekly	3,361.60	3,528.80	3,704.80	3,889.60	4,084.80
			Monthly	7,283.47	7,645.73	8,027.07	8,427.47	8,850.40
			Annual	87,401.60	91,748.80	96,324.80	101,129.60	106,204.80
SUSTAINABILITY TECHNICIAN	T802	Classified	Hourly	38.19	40.09	42.09	44.18	46.40
			Bi-Weekly	3,055.20	3,207.20	3,367.20	3,534.40	3,712.00
			Monthly	6,619.60	6,948.93	7,295.60	7,657.87	8,042.67
			Annual	79,435.20	83,387.20	87,547.20	91,894.40	96,512.00

WATER POLLUTION CONTROL FACILITY (WPCF)								
WATER POLLUTION CONTROL FACILITY MANAGER	H870	Classified	Hourly	74.36	78.08	82.00	86.10	90.40
			Bi-Weekly	5,948.80	6,246.40	6,560.00	6,888.00	7,232.00
			Monthly	12,889.07	13,533.87	14,213.33	14,924.00	15,669.33
			Annual	154,668.80	162,406.40	170,560.00	179,088.00	188,032.00
WPCF OPERATIONS AND MAINTENANCE MANAGER	H865	Classified	Hourly	60.65	63.68	66.88	70.23	73.74
			Bi-Weekly	4,852.00	5,094.40	5,350.40	5,618.40	5,899.20
			Monthly	10,512.67	11,037.87	11,592.53	12,173.20	12,781.60
			Annual	126,152.00	132,454.40	139,110.40	146,078.40	153,379.20
WPCF MAINTENANCE SUPERVISOR	H860	Classified	Hourly	55.17	57.91	60.81	63.86	67.05
			Bi-Weekly	4,413.60	4,632.80	4,864.80	5,108.80	5,364.00
			Monthly	9,562.80	10,037.73	10,540.40	11,069.07	11,622.00
			Annual	114,753.60	120,452.80	126,484.80	132,828.80	139,464.00
WPCF OPERATIONS SUPERVISOR	H855	Classified	Hourly	55.17	57.91	60.81	63.86	67.05
			Bi-Weekly	4,413.60	4,632.80	4,864.80	5,108.80	5,364.00
			Monthly	9,562.80	10,037.73	10,540.40	11,069.07	11,622.00
			Annual	114,753.60	120,452.80	126,484.80	132,828.80	139,464.00
WPCF LEAD OPERATOR	M935	Classified	Hourly	50.72	52.73	54.84	56.98	59.29
			Bi-Weekly	4,057.60	4,218.40	4,387.20	4,558.40	4,743.20
			Monthly	8,791.47	9,139.87	9,505.60	9,876.53	10,276.93
			Annual	105,497.60	109,678.40	114,067.20	118,518.40	123,323.20
WPCF OPERATOR	M930	Classified	Hourly	44.10	45.85	47.68	49.55	51.56
			Bi-Weekly	3,528.00	3,668.00	3,814.40	3,964.00	4,124.80
			Monthly	7,644.00	7,947.33	8,264.53	8,588.67	8,937.07
			Annual	91,728.00	95,368.00	99,174.40	103,064.00	107,244.80
OPERATOR-IN-TRAINING	M925	Classified	Hourly	40.37	41.96	43.71	45.22	46.98
			Bi-Weekly	3,229.60	3,356.80	3,496.80	3,617.60	3,758.40
			Monthly	6,997.47	7,273.07	7,576.40	7,838.13	8,143.20
			Annual	83,969.60	87,276.80	90,916.80	94,057.60	97,718.40

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LAB SUPERVISOR	H850	Classified	Hourly	55.17	57.91	60.81	63.86	67.05
			Bi-Weekly	4,413.60	4,632.80	4,864.80	5,108.80	5,364.00
			Monthly	9,562.80	10,037.73	10,540.40	11,069.07	11,622.00
			Annual	114,753.60	120,452.80	126,484.80	132,828.80	139,464.00
			Hourly	43.32	45.49	47.77	50.15	52.64
CHEMIST	T807	Classified	Bi-Weekly	3,465.60	3,639.20	3,821.60	4,012.00	4,211.20
			Monthly	7,508.80	7,884.93	8,280.13	8,692.67	9,124.27
			Annual	90,105.60	94,619.20	99,361.60	104,312.00	109,491.20
			Hourly	37.67	39.08	40.59	42.26	43.84
			Bi-Weekly	3,013.60	3,126.40	3,247.20	3,380.80	3,507.20
LABORATORY TECHNICIAN	T805	Classified	Monthly	6,529.47	6,773.87	7,035.60	7,325.07	7,598.93
			Annual	78,353.60	81,286.40	84,427.20	87,900.80	91,187.20
WATER POLLUTION SOURCE CONTROL								
ENVIRONMENTAL SERVICES MANAGER	H805	Classified	Hourly	64.15	67.35	70.73	74.27	77.98
			Bi-Weekly	5,132.00	5,388.00	5,658.40	5,941.60	6,238.40
			Monthly	11,119.33	11,674.00	12,259.87	12,873.47	13,516.53
			Annual	133,432.00	140,088.00	147,118.40	154,481.60	162,198.40
			Hourly	55.75	58.55	61.47	64.56	67.79
WATER POLLUTION CONTROL ADMINISTRATOR	H845	Classified	Bi-Weekly	4,460.00	4,684.00	4,917.60	5,164.80	5,423.20
			Monthly	9,663.33	10,148.67	10,654.80	11,190.40	11,750.27
			Annual	115,960.00	121,784.00	127,857.60	134,284.80	141,003.20
			Hourly	47.03	49.47	51.95	54.42	57.20
			Bi-Weekly	3,762.40	3,957.60	4,156.00	4,353.60	4,576.00
SENIOR WATER POLLUTION SOURCE CONTROL INSPECTOR	T815	Classified	Monthly	8,151.87	8,574.80	9,004.67	9,432.80	9,914.67
			Annual	97,822.40	102,897.60	108,056.00	113,193.60	118,976.00
			Hourly	42.74	44.97	47.02	49.44	51.90
			Bi-Weekly	3,419.20	3,597.60	3,761.60	3,955.20	4,152.00
			Monthly	7,408.27	7,794.80	8,150.13	8,569.60	8,996.00
WATER POLLUTION SOURCE CONTROL INSPECTOR	T810	Classified	Annual	88,899.20	93,537.60	97,801.60	102,835.20	107,952.00
			Hourly					15.82
			Bi-Weekly					1,265.60
			Monthly					2,742.13
			Annual					32,905.60
SENIOR WATER RESOURCES ENGINEER	H813	Classified	Hourly	61.98	65.07	68.33	71.74	75.32
			Bi-Weekly	4,958.40	5,205.60	5,466.40	5,739.20	6,025.60
			Monthly	10,743.20	11,278.80	11,843.87	12,434.93	13,055.47
			Annual	128,918.40	135,345.60	142,126.40	149,219.20	156,665.60
			Hourly	61.98	65.07	68.33	71.74	75.32
SENIOR UTILITIES ENGINEER	H810	Classified	Bi-Weekly	4,958.40	5,205.60	5,466.40	5,739.20	6,025.60
			Monthly	10,743.20	11,278.80	11,843.87	12,434.93	13,055.47
			Annual	128,918.40	135,345.60	142,126.40	149,219.20	156,665.60
SEWER COLLECTIONS & WATER DISTRIBUTION								
UTILITIES OPERATIONS AND MAINTENANCE MANAGER	H835	Classified	Hourly	68.46	71.86	75.45	79.22	83.19
			Bi-Weekly	5,476.80	5,748.80	6,036.00	6,337.60	6,655.20
			Monthly	11,866.40	12,455.73	13,078.00	13,731.47	14,419.60
			Annual	142,396.80	149,468.80	156,936.00	164,777.60	173,035.20
			Hourly	57.05	59.87	62.89	66.02	69.33
UTILITIES OPERATIONS AND MAINTENANCE SUPERVISOR	H830	Classified	Bi-Weekly	4,564.00	4,789.60	5,031.20	5,281.60	5,546.40
			Monthly	9,888.67	10,377.47	10,900.93	11,443.47	12,017.20
			Annual	118,664.00	124,529.60	130,811.20	137,321.60	144,206.40
			Hourly	57.05	59.87	62.89	66.02	69.33
			Bi-Weekly	4,564.00	4,789.60	5,031.20	5,281.60	5,546.40
UTILITIES FIELD SERVICES SUPERVISOR	H825	Classified	Monthly	9,888.67	10,377.47	10,900.93	11,443.47	12,017.20
			Annual	118,664.00	124,529.60	130,811.20	137,321.60	144,206.40
			Hourly	55.17	57.91	60.81	63.86	67.05
			Bi-Weekly	4,413.60	4,632.80	4,864.80	5,108.80	5,364.00
			Monthly	9,562.80	10,037.73	10,540.40	11,069.07	11,622.00
WASTEWATER COLLECTIONS SYSTEM SUPERVISOR	H823	Classified	Annual	114,753.60	120,452.80	126,484.80	132,828.80	139,464.00
			Hourly	44.96	47.23	49.57	52.07	54.66
			Bi-Weekly	3,596.80	3,778.40	3,965.60	4,165.60	4,372.80
			Monthly	7,793.07	8,186.53	8,592.13	9,025.47	9,474.40
			Annual	93,516.80	98,238.40	103,105.60	108,305.60	113,692.80
WATER INSTALLATION AND MAINTENANCE SUPERVISOR	H815	Classified	Hourly					
			Bi-Weekly					
			Monthly					
			Annual					
			Hourly					

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SENIOR UTILITY CUSTOMER SERVICE LEADER	M825	Classified	Hourly	45.03	46.57	48.41	50.42	52.47
			Bi-Weekly	3,602.40	3,725.60	3,872.80	4,033.60	4,197.60
			Monthly	7,805.20	8,072.13	8,391.07	8,739.47	9,094.80
			Annual	93,662.40	96,865.60	100,692.80	104,873.60	109,137.60
CROSS CONNECTION CONTROL SPECIALIST	M815	Classified	Hourly	39.14	40.50	42.10	43.86	45.62
			Bi-Weekly	3,131.20	3,240.00	3,368.00	3,508.80	3,649.60
			Monthly	6,784.27	7,020.00	7,297.33	7,602.40	7,907.47
			Annual	81,411.20	84,240.00	87,568.00	91,228.80	94,889.60
WATER METER MECHANIC	M810	Classified	Hourly	38.05	39.51	41.14	42.83	44.54
			Bi-Weekly	3,044.00	3,160.80	3,291.20	3,426.40	3,563.20
			Monthly	6,595.33	6,848.40	7,130.93	7,423.87	7,720.27
			Annual	79,144.00	82,180.80	85,571.20	89,086.40	92,643.20
CUSTOMER FIELD TECHNICIAN	M807	Classified	Hourly	34.00	35.36	36.78	38.14	39.67
			Bi-Weekly	2,720.00	2,828.80	2,942.40	3,051.20	3,173.60
			Monthly	5,893.33	6,129.07	6,375.20	6,610.93	6,876.13
			Annual	70,720.00	73,548.80	76,502.40	79,331.20	82,513.60
BACKFLOW/CROSS CONNECTION TESTER	M800	Classified	Hourly	32.90	34.47	36.07	37.82	39.67
			Bi-Weekly	2,632.00	2,757.60	2,885.60	3,025.60	3,173.60
			Monthly	5,702.67	5,974.80	6,252.13	6,555.47	6,876.13
			Annual	68,432.00	71,697.60	75,025.60	78,665.60	82,513.60
UTILITIES MAINTENANCE SUPERVISOR	H820	Classified	Hourly	51.70	54.28	57.00	59.86	62.85
			Bi-Weekly	4,136.00	4,342.40	4,560.00	4,788.80	5,028.00
			Monthly	8,961.33	9,408.53	9,880.00	10,375.73	10,894.00
			Annual	107,536.00	112,902.40	118,560.00	124,508.80	130,728.00
UTILITIES SERVICE WORKER	M900	Classified	Hourly	37.51	39.00	40.63	42.03	43.68
			Bi-Weekly	3,000.80	3,120.00	3,250.40	3,362.40	3,494.40
			Monthly	6,501.73	6,760.00	7,042.53	7,285.20	7,571.20
			Annual	78,020.80	81,120.00	84,510.40	87,422.40	90,854.40
GENERAL MAINTENANCE								
EQUIPMENT OPERATOR	M400	Classified	Hourly	38.09	39.60	41.26	42.68	44.34
			Bi-Weekly	3,047.20	3,168.00	3,300.80	3,414.40	3,547.20
			Monthly	6,602.27	6,864.00	7,151.73	7,397.87	7,685.60
			Annual	79,227.20	82,368.00	85,820.80	88,774.40	92,227.20
SENIOR UTILITY LEADER	M845	Classified	Hourly	47.45	49.34	51.40	53.18	55.25
			Bi-Weekly	3,796.00	3,947.20	4,112.00	4,254.40	4,420.00
			Monthly	8,224.67	8,552.27	8,909.33	9,217.87	9,576.67
			Annual	98,696.00	102,627.20	106,912.00	110,614.40	114,920.00
UTILITY LEADER	M840	Classified	Hourly	41.27	42.90	44.69	46.26	48.04
			Bi-Weekly	3,301.60	3,432.00	3,575.20	3,700.80	3,843.20
			Monthly	7,153.47	7,436.00	7,746.27	8,018.40	8,326.93
			Annual	85,841.60	89,232.00	92,955.20	96,220.80	99,923.20
UTILITY WORKER	M835	Classified	Hourly	37.51	39.00	40.63	42.03	43.68
			Bi-Weekly	3,000.80	3,120.00	3,250.40	3,362.40	3,494.40
			Monthly	6,501.73	6,760.00	7,042.53	7,285.20	7,571.20
			Annual	78,020.80	81,120.00	84,510.40	87,422.40	90,854.40
SENIOR UTILITY LEADER - SEWER	M920	Classified	Hourly	46.24	48.07	50.03	51.80	53.81
			Bi-Weekly	3,699.20	3,845.60	4,002.40	4,144.00	4,304.80
			Monthly	8,014.93	8,332.13	8,671.87	8,978.67	9,327.07
			Annual	96,179.20	99,985.60	104,062.40	107,744.00	111,924.80
UTILITY LEADER - SEWER	M915	Classified	Hourly	40.21	41.80	43.51	45.03	46.78
			Bi-Weekly	3,216.80	3,344.00	3,480.80	3,602.40	3,742.40
			Monthly	6,969.73	7,245.33	7,541.73	7,805.20	8,108.53
			Annual	83,636.80	86,944.00	90,500.80	93,662.40	97,302.40
UTILITY WORKER - SEWER	M910	Classified	Hourly	36.54	38.01	39.57	40.94	42.54
			Bi-Weekly	2,923.20	3,040.80	3,165.60	3,275.20	3,403.20
			Monthly	6,333.60	6,588.40	6,858.80	7,096.27	7,373.60
			Annual	76,003.20	79,060.80	82,305.60	85,155.20	88,483.20
UTILITIES MAINTENANCE MECHANIC	M415	Classified	Hourly	45.75	47.52	49.38	51.37	53.47
			Bi-Weekly	3,660.00	3,801.60	3,950.40	4,109.60	4,277.60
			Monthly	7,930.00	8,236.80	8,559.20	8,904.13	9,268.13
			Annual	95,160.00	98,841.60	102,710.40	106,849.60	111,217.60

**SALARY PLAN FOR ALL CLASSIFICATIONS  
(PER MUNI CODE SEC.2-4.30)  
FY 2022**

ATTACHMENT II  
Recommended by  
Personnel Commission  
on June 17, 2021  
Approved by Council  
on June 22, 2021

Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E
<b>INFORMATION TECHNOLOGY DEPARTMENT</b>							
DEPUTY DIRECTOR OF INFORMATION TECHNOLOGY	U530	Classified	Hourly	70.51	74.03	77.74	81.63
			Bi-Weekly	5,640.80	5,922.40	6,219.20	6,530.40
			Monthly	12,221.73	12,831.87	13,474.93	14,149.20
			Annual	146,660.80	153,982.40	161,699.20	178,256.00
INFORMATION SYSTEMS MANAGER	H565	Classified	Hourly	58.65	61.57	64.65	67.90
			Bi-Weekly	4,692.00	4,925.60	5,172.00	5,432.00
			Monthly	10,166.00	10,672.13	11,206.00	11,769.33
			Annual	121,992.00	128,065.60	134,472.00	141,232.00
INFORMATION TECHNOLOGY MANAGER	H566	Classified	Hourly	63.15	66.31	69.63	73.12
			Bi-Weekly	5,052.00	5,304.80	5,570.40	5,849.60
			Monthly	10,946.00	11,493.73	12,069.20	12,674.13
			Annual	131,352.00	137,924.80	144,830.40	152,089.60
DATA AND SYSTEMS COORDINATOR	H560	Classified	Hourly	52.76	55.41	58.19	61.09
			Bi-Weekly	4,220.80	4,432.80	4,655.20	4,887.20
			Monthly	9,145.07	9,604.40	10,086.27	10,588.93
			Annual	109,740.80	115,252.80	121,035.20	127,067.20
NETWORK SYSTEMS SPECIALIST	H555	Classified	Hourly	52.16	54.78	57.53	60.39
			Bi-Weekly	4,172.80	4,382.40	4,602.40	4,831.20
			Monthly	9,041.07	9,495.20	9,971.87	10,467.60
			Annual	108,492.80	113,942.40	119,662.40	125,611.20
GEOGRAPHIC INFO SYSTEMS COORDINATOR	T460	Classified	Hourly	56.66	59.49	62.32	65.46
			Bi-Weekly	4,532.80	4,759.20	4,985.60	5,236.80
			Monthly	9,821.07	10,311.60	10,802.13	11,346.40
			Annual	117,852.80	123,739.20	129,625.60	136,156.80
PROGRAMMER ANALYST	T455	Classified	Hourly	49.32	51.73	54.41	57.10
			Bi-Weekly	3,945.60	4,138.40	4,352.80	4,568.00
			Monthly	8,548.80	8,966.53	9,431.07	9,897.33
			Annual	102,585.60	107,598.40	113,172.80	118,768.00
WEB SPECIALIST	T450	Classified	Hourly	44.08	46.30	48.61	51.02
			Bi-Weekly	3,526.40	3,704.00	3,888.80	4,081.60
			Monthly	7,640.53	8,025.33	8,425.73	8,843.47
			Annual	91,686.40	96,304.00	101,108.80	106,121.60
INFORMATION TECHNOLOGY ANALYST II	T435	Classified	Hourly	49.30	51.75	54.34	57.05
			Bi-Weekly	3,944.00	4,140.00	4,347.20	4,564.00
			Monthly	8,545.33	8,970.00	9,418.93	9,888.67
			Annual	102,544.00	107,640.00	113,027.20	118,664.00
INFORMATION TECHNOLOGY ANALYST I	T430	Classified	Hourly	44.81	47.05	49.41	51.89
			Bi-Weekly	3,584.80	3,764.00	3,952.80	4,151.20
			Monthly	7,767.07	8,155.33	8,564.40	8,994.27
			Annual	93,204.80	97,864.00	102,772.80	107,931.20
TECHNOLOGY SOLUTIONS ANALYST II	T445	Classified	Hourly	49.30	51.75	54.34	57.05
			Bi-Weekly	3,944.00	4,140.00	4,347.20	4,564.00
			Monthly	8,545.33	8,970.00	9,418.93	9,888.67
			Annual	102,544.00	107,640.00	113,027.20	118,664.00
TECHNOLOGY SOLUTIONS ANALYST I	T440	Classified	Hourly	44.81	47.05	49.41	51.89
			Bi-Weekly	3,584.80	3,764.00	3,952.80	4,151.20
			Monthly	7,767.07	8,155.33	8,564.40	8,994.27
			Annual	93,204.80	97,864.00	102,772.80	107,931.20
GEOGRAPHIC INFO SYSTEM TECHNICIAN II	T465	Classified	Hourly	40.60	42.63	44.75	46.99
			Bi-Weekly	3,248.00	3,410.40	3,580.00	3,759.20
			Monthly	7,037.33	7,389.20	7,756.67	8,144.93
			Annual	84,448.00	88,670.40	93,080.00	97,739.20
GEOGRAPHIC INFO SYSTEM TECHNICIAN I	T464	Classified	Hourly	36.93	38.76	40.71	42.75
			Bi-Weekly	2,954.40	3,100.80	3,256.80	3,420.00
			Monthly	6,401.20	6,718.40	7,056.40	7,410.00
			Annual	76,814.40	80,620.80	84,676.80	88,920.00
INFORMATION TECHNOLOGY TECHNICIAN II	T425	Classified	Hourly	40.60	42.63	44.75	46.99
			Bi-Weekly	3,248.00	3,410.40	3,580.00	3,759.20
			Monthly	7,037.33	7,389.20	7,756.67	8,144.93
			Annual	84,448.00	88,670.40	93,080.00	97,739.20
INFORMATION TECHNOLOGY TECHNICIAN I	T424	Classified	Hourly	36.93	38.76	40.71	42.75
			Bi-Weekly	2,954.40	3,100.80	3,256.80	3,420.00
			Monthly	6,401.20	6,718.40	7,056.40	7,410.00
			Annual	76,814.40	80,620.80	84,676.80	88,920.00
INFORMATION SYSTEMS SUPPORT TECHNICIAN	T415	Classified	Hourly	33.26	34.91	36.70	38.53
			Bi-Weekly	2,660.80	2,792.80	2,936.00	3,082.40
			Monthly	5,765.07	6,051.07	6,361.33	6,678.53
			Annual	69,180.80	72,612.80	76,336.00	80,142.40
DATA SYSTEMS OPERATOR	C450	Classified	Hourly	30.32	31.68	33.26	34.84
			Bi-Weekly	2,425.60	2,534.40	2,660.80	2,787.20
			Monthly	5,255.47	5,491.20	5,765.07	6,038.93
			Annual	63,065.60	65,894.40	69,180.80	72,467.20
AUDIO VIDEO SPECIALIST	T410	Classified	Hourly	31.69	33.24	34.94	36.66
			Bi-Weekly	2,535.20	2,659.20	2,795.20	2,932.80
			Monthly	5,492.93	5,761.60	6,056.27	6,354.40
			Annual	65,915.20	69,139.20	72,675.20	76,252.80
VIDEO ASSISTANT	T400	Classified	Hourly				17.40
			Bi-Weekly				1,392.00
			Monthly				3,016.00
			Annual				36,192.00
INFORMATION TECHNOLOGY INTERN	Z121	Classified	Hourly			15.82	20.00
			Bi-Weekly			1,265.60	1,600.00
			Monthly			2,742.13	3,466.67
			Annual			32,905.60	41,600.00

**CLASSIFICATION PLAN  
CLASSIFIED POSITIONS  
(PER MUNI CODE SEC.2-4.30)  
FY 2022**

ATTACHMENT III  
Approved by  
Personnel Commission  
on June 17, 2021

Classification Title	Job Code	Service Type
<b>CITY WIDE ADMINISTRATIVE/ANALYTICAL SUPPORT</b>		
SENIOR MANAGEMENT ANALYST	H115	Classified
MANAGEMENT ANALYST II	H110	Classified
MANAGEMENT ANALYST I	H105	Classified
ADMINISTRATIVE SUPERVISOR	H120	Classified
ADMINISTRATIVE SECRETARY	C120	Classified
SENIOR SECRETARY	C115	Classified
SECRETARY	C110	Classified
ADMINISTRATIVE CLERK II	C105	Classified
ADMINISTRATIVE CLERK I	C100	Classified
ADMINISTRATIVE INTERN	Z120	Classified
MAIL CLERK	C410	Classified
<b>CITY WIDE MAINTENANCE</b>		
ELECTRICIAN II	M410	Classified
ELECTRICIAN I	M405	Classified
MAINTENANCE WORKER	M305	Classified
LABORER	M905	Classified
<b>CITY ATTORNEY DEPARTMENT</b>		
SENIOR ASSISTANT CITY ATTORNEY	U215	Classified
ASSISTANT CITY ATTORNEY	U210	Classified
DEPUTY CITY ATTORNEY II	U205	Classified
DEPUTY CITY ATTORNEY I	U200	Classified
SENIOR PARALEGAL	U196	Classified
PARALEGAL	U195	Classified
LEGAL SECRETARY II	C935	Classified
LEGAL SECRETARY I	C930	Classified
<b>CITY CLERK DEPARTMENT</b>		
DEPUTY CITY CLERK	H500	Classified
<b>CITY MANAGER DEPARTMENT</b>		
<b>OFFICE OF THE CITY MANAGER</b>		
GRAPHICS AND MEDIA RELATIONS TECHNICIAN	T300	Classified
DIGITAL APPLICATIONS DEVELOPER	T470	Classified
MANAGEMENT FELLOW	U300	Classified

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Classification Title	Job Code	Service Type
<b>COMMUNITY SERVICES</b>		
COMMUNITY SERVICES MANAGER	H745	Classified
COMMUNITY PROGRAMS SPECIALIST	T705	Classified
SENIOR PROPERTY REHABILITATION SPECIALIST	T730	Classified
PROPERTY REHABILITATION SPECIALIST	T725	Classified
PARATRANSIT COORDINATOR	T715	Classified
EDUCATION SERVICES MANAGER	H760	Classified
EDUCATIONAL SERVICES COORDINATOR	T780	Classified
<b>ECONOMIC DEVELOPMENT</b>		
ECONOMIC DEVELOPMENT MANAGER	H710	Classified
ECONOMIC DEVELOPMENT SPECIALIST	T745	Classified
<b>NEIGHBORHOOD PARTNERSHIP SERVICES</b>		
NEIGHBORHOOD DEVELOPMENT MANAGER	H735	Classified
NEIGHBORHOOD PARTNERSHIP MANAGER	H730	Classified
<b>HOUSING AUTHORITY</b>		
HOUSING MANAGER	H715	Classified
HOUSING DEVELOPMENT SPECIALIST	T750	Classified
HOMEOWNERSHIP COORDINATOR	T710	Classified
<b>DEVELOPMENT SERVICES DEPARTMENT</b>		
<b>DEVELOPMENT SERVICES ADMINISTRATION</b>		
DEPUTY DIRECTOR OF DEVELOPMENT SERVICES	U515	Classified
<b>BUILDING DIVISION</b>		
CITY BUILDING OFFICIAL	H335	Classified
SUPERVISING BUILDING INSPECTOR	H330	Classified
SENIOR BUILDING INSPECTOR/STRUCTURAL	T365	Classified
SENIOR BUILDING INSPECTOR/PLUMBING-MECHANICAL	T360	Classified
SENIOR BUILDING INSPECTOR/ELECTRICAL	T355	Classified
BUILDING INSPECTOR	T350	Classified
PLAN CHECKING ENGINEER	T335	Classified

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Classification Title	Job Code	Service Type
SUPERVISING PLAN CHECKER AND EXPEDITOR	H325	Classified
SENIOR PLAN CHECKER	T330	Classified
PLAN CHECKER	T325	Classified
SUPERVISING PERMIT TECHNICIAN	H340	Classified
SENIOR PERMIT TECHNICIAN	C205	Classified
PERMIT TECHNICIAN II	C200	Classified
PERMIT TECHNICIAN I	C199	Classified
<b>PLANNING DIVISION</b>		
PLANNING MANAGER	H320	Classified
PRINCIPAL PLANNER	H315	Classified
SENIOR PLANNER	H310	Classified
ASSOCIATE PLANNER	T315	Classified
ASSISTANT PLANNER	T310	Classified
JUNIOR PLANNER	T305	Classified
DEVELOPMENT REVIEW SPECIALIST	T320	Classified
LANDSCAPE ARCHITECT	H300	Classified
ASSOCIATE LANDSCAPE ARCHITECT	T370	Classified
<b>CODE ENFORCEMENT</b>		
CODE ENFORCEMENT MANAGER	H703	Classified
CODE ENFORCEMENT SUPERVISOR	H700	Classified
SENIOR CODE ENFORCEMENT INSPECTOR	T610	Classified
CODE ENFORCEMENT INSPECTOR II	T605	Classified
CODE ENFORCEMENT INSPECTOR I	T600	Classified
<b>FINANCE DEPARTMENT</b>		
<b>ADMINISTRATION DIVISION</b>		
DEPUTY DIRECTOR OF FINANCE	U500	Classified
BUDGET OFFICER	H170	Classified
FINANCIAL ANALYST	H165	Classified
FINANCE TECHNICIAN	C320	Classified
<b>ACCOUNTING DIVISION</b>		
ACCOUNTING MANAGER	H150	Classified
SENIOR ACCOUNTANT	H145	Classified
ACCOUNTANT	H140	Classified

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Classification Title	Job Code	Service Type
SENIOR ACCOUNT CLERK	C305	Classified
ACCOUNT CLERK	C300	Classified
<b>REVENUE DIVISION</b>		
REVENUE MANAGER	H160	Classified
FINANCE SUPERVISOR	H155	Classified
SUPERVISING CUSTOMER ACCOUNT CLERK	C332	Classified
SENIOR CUSTOMER ACCOUNT CLERK	C330	Classified
CUSTOMER ACCOUNT CLERK	C325	Classified
<b>PURCHASING DIVISION</b>		
PURCHASING AND SERVICES MANAGER	H180	Classified
PURCHASING TECHNICIAN	C345	Classified
MAIL AND PURCHASING CLERK	C335	Classified
<b>FIRE DEPARTMENT</b>		
<b>SWORN</b>		
DEPUTY FIRE CHIEF (40 HR)	F600	Classified
FIRE MARSHAL (40 HR)	F400	Classified
FIRE TRAINING OFFICER (40 HR)	F420	Classified
BATTALION CHIEF (56 HR)	F410	Classified
BATTALION CHIEF (40 HR)	F415	Classified
STAFF FIRE CAPTAIN (40 HR)	F240	Classified
FIRE CAPTAIN (56 HR)	F245	Classified
FIRE CAPTAIN (40 HR)	F250	Classified
FIRE PREVENTION INSPECTOR (40 HR)	F220	Classified
FIRE PREVENTION INSPECTOR (56 HR)	F225	Classified
APPARATUS OPERATOR (56 HR)	F210	Classified
APPARATUS OPERATOR (40 HR)	F215	Classified
FIREFIGHTER (56 HR)	F200	Classified
FIREFIGHTER (40 HR)	F205	Classified
FIREFIGHTER TRAINEE (40 HR)	F100	Classified
<b>PROFESSIONAL STAFF</b>		
HAZARDOUS MATERIALS PROGRAM COORDINATOR	H590	Classified
FIRE PROTECTION ENGINEER	T510	Classified
EMERGENCY MEDICAL SERVICES COORDINATOR	H585	Classified
ENVIRONMENTAL SPECIALIST	T505	Classified
HAZARDOUS MATERIALS INSPECTOR	T500	Classified
FIRE SERVICES SUPERVISOR	H580	Classified
SENIOR FIRE TECHNICIAN	C260	Classified

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Classification Title	Job Code	Service Type
FIRE TECHNICIAN II	C255	Classified
FIRE TECHNICIAN I	C250	Classified
<b>HUMAN RESOURCES DEPARTMENT</b>		
DEPUTY DIRECTOR OF HUMAN RESOURCES	U520	Classified
HUMAN RESOURCES MANAGER	U135	Classified
SENIOR HUMAN RESOURCES ANALYST	U120	Classified
HUMAN RESOURCES ANALYST II	U115	Classified
HUMAN RESOURCES ANALYST I	U110	Classified
HUMAN RESOURCES TECHNICIAN	U100	Classified
HUMAN RESOURCES ADMINISTRATIVE ASSISTANT	U105	Classified
<b>LIBRARY SERVICES DEPARTMENT</b>		
<b><i>LIBRARY SERVICES DIVISION</i></b>		
LIBRARY OPERATIONS MANAGER	H755	Classified
SUPERVISING LIBRARIAN I	H750	Classified
LIBRARIAN II	T795	Classified
LIBRARIAN I	T790	Classified
LEAD LIBRARY ASSISTANT	C520	Classified
SENIOR LIBRARY ASSISTANT	C515	Classified
LIBRARY ASSISTANT	C510	Classified
SENIOR LIBRARY PAGE	C505	Classified
LIBRARY PAGE	C500	Classified
LITERACY PROGRAM COORDINATOR	T785	Classified
LEAD PROGRAM ASSISTANT	C508	Classified
PROGRAM ASSISTANT	C506	Classified
<b>MAINTENANCE SERVICES DEPARTMENT</b>		
<b><i>FACILITIES MANAGEMENT</i></b>		
FACILITIES AND BUILDING MANAGER	H605	Classified
FACILITIES LEADWORKER	M135	Classified
HVAC MECHANIC	M140	Classified
FACILITIES PAINTER II	M130	Classified
FACILITIES PAINTER I	M125	Classified

**CLASSIFICATION PLAN  
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Classification Title	Job Code	Service Type
FACILITIES CARPENTER II	M120	Classified
FACILITIES CARPENTER I	M115	Classified
FACILITIES SERVICEWORKER II	M110	Classified
FACILITIES SERVICEWORKER I	M105	Classified
<b>FLEET MANAGEMENT DIVISION</b>		
FLEET MAINTENANCE MANAGER	H635	Classified
SENIOR EQUIPMENT MECHANIC	M620	Classified
EQUIPMENT MECHANIC II	M615	Classified
EQUIPMENT MECHANIC I	M610	Classified
EQUIPMENT PARTS STOREKEEPER	M605	Classified
EQUIPMENT SERVICE ATTENDANT	M600	Classified
<b>LANDSCAPE MAINTENANCE DIVISION</b>		
LANDSCAPE MAINTENANCE MANAGER	H615	Classified
GROUNDSKEEPER III	M215	Classified
GROUNDSKEEPER II	M210	Classified
GROUNDSKEEPER I	M205	Classified
TREE TRIMMER	M220	Classified
<b>STREET MAINTENANCE DIVISION</b>		
STREETS MAINTENANCE MANAGER	H625	Classified
SENIOR MAINTENANCE LEADER	M315	Classified
MAINTENANCE LEADER	M310	Classified
SWEEPER EQUIPMENT OPERATOR	M700	Classified
<b>POLICE DEPARTMENT</b>		
<b>SWORN</b>		
POLICE CAPTAIN	P300	Classified
POLICE LIEUTENANT	P215	Classified
POLICE SERGEANT	P210	Classified
POLICE OFFICER	P200	Classified
POLICE OFFICER TRAINEE	P100	Classified
<b>PROFESSIONAL STAFF</b>		
PERSONNEL AND TRAINING ADMINISTRATOR	H450	Classified

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Classification Title	Job Code	Service Type
PERSONNEL OPERATIONS SPECIALIST	H460	Classified
SENIOR CRIME AND INTELLIGENCE ANALYST	H405	Classified
CRIME AND INTELLIGENCE ANALYST	H455	Classified
POLICE PROGRAMS ANALYST	H400	Classified
<b>SPECIAL OPERATIONS DIVISION</b>		
CRIME PREVENTION SPECIALIST II	C671	Classified
CRIME PREVENTION SPECIALIST I	C670	Classified
RESERVE OFFICER COORDINATOR	H460	Classified
<b>INVESTIGATION DIVISION</b>		
YOUTH AND FAMILY SERVICES ADMINISTRATOR	H445	Classified
COUNSELING SUPERVISOR	H440	Classified
FAMILY COUNSELOR	T550	Classified
CERTIFIED LATENT PRINT EXAMINER	T560	Classified
<b>SUPPORT SERVICES DIVISION</b>		
OPERATIONS SUPPORT SERVICES MANAGER	U400	Classified
PROPERTY/EVIDENCE AND CRIME SCENE ADMINISTRATOR	H415	Classified
PROPERTY AND EVIDENCE SUPERVISOR	H410	Classified
POLICE ID SPECIALIST	T555	Classified
CRIME SCENE TECHNICIAN	C685	Classified
PROPERTY & EVIDENCE TECHNICIAN	C665	Classified
ANIMAL SERVICES ADMINISTRATOR	H430	Classified
SHELTER OPERATIONS SUPERVISOR	C621	Classified
ANIMAL CONTROL OFFICER	C610	Classified
ANIMAL CARE ATTENDANT	C600	Classified
SHELTER VOLUNTEER COORDINATOR	C607	Classified
COMMUNICATIONS ADMINISTRATOR	H435	Classified
COMMUNICATIONS SUPERVISOR	C645	Classified
COMMUNICATIONS OPERATOR	C635	Classified
CALL TAKER	C633	Classified
RECORDS ADMINISTRATOR	H425	Classified
RECORDS SUPERVISOR	C705	Classified
POLICE RECORDS CLERK II	C695	Classified
POLICE RECORDS CLERK I	C690	Classified

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JAIL ADMINISTRATOR	H420	Classified
JAIL SUPERVISOR	C660	Classified
COMMUNITY SERVICE OFFICER	C650	Classified
<b>TRANSPORTATION AND ENGINEERING DEPARTMENT</b>		
<b>AIRPORT DIVISION SUMMARY</b>		
AIRPORT MANAGER	H205	Classified
AIRPORT OPERATIONS SUPERVISOR	H200	Classified
AIRPORT BUSINESS SUPERVISOR	H198	Classified
AIRPORT OPERATIONS SPECIALIST	T270	Classified
SENIOR AIRPORT MAINTENANCE WORKER	M510	Classified
AIRPORT MAINTENANCEWORKER	M505	Classified
AIRPORT ATTENDANT	M500	Classified
<b>ENGINEERING/TRANSPORTATION DIVISION</b>		
REAL PROPERTY MANAGER	H225	Classified
REAL PROPERTY ASSOCIATE	T260	Classified
REAL PROPERTY ASSISTANT	T255	Classified
SENIOR CIVIL ENGINEER	H240	Classified
ASSOCIATE CIVIL ENGINEER	T215	Classified
ASSISTANT CIVIL ENGINEER	T210	Classified
ENGINEERING TECHNICIAN	T200	Classified
SURVEY ENGINEER	H230	Classified
SURVEYOR	T265	Classified
TRANSPORTATION MANAGER	H220	Classified
SENIOR TRANSPORTATION ENGINEER	H215	Classified
ASSOCIATE TRANSPORTATION ENGINEER	T240	Classified
ASSISTANT TRANSPORTATION ENGINEER	T235	Classified
SENIOR TRANSPORTATION PLANNER	H210	Classified
ASSOCIATE TRANSPORTATION PLANNER	T225	Classified
TRAFFIC SIGNAL TECHNICIAN	T220	Classified
SUPERVISING CONSTRUCTION INSPECTOR	H235	Classified
SENIOR CONSTRUCTION INSPECTOR	T250	Classified
CONSTRUCTION INSPECTOR	T245	Classified

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<b>UTILITIES AND ENVIRONMENTAL SERVICES DEPARTMENT</b>		
<b>ADMINISTRATION DIVISION</b>		
ASSISTANT DIRECTOR OF PUBLIC WORKS	U525	Classified
DEPUTY DIRECTOR OF PUBLIC WORKS	U510	Classified
WATER RESOURCES MANAGER	H875	Classified
UTILITIES ENGINEERING MANAGER	H880	Classified
SENIOR UTILITY SERVICE REPRESENTATIVE	M820	Classified
STOREKEEPER - EXPEDITER	M100	Classified
<b>SOLID WASTE MANAGEMENT</b>		
SOLID WASTE PROGRAM MANAGER	H800	Classified
RECYCLING SPECIALIST	T800	Classified
SUSTAINABILITY SPECIALIST	T802	Classified
<b>WATER POLLUTION CONTROL FACILITY (WPCF)</b>		
WATER POLLUTION CONTROL FACILITY MANAGER	H870	Classified
WPCF OPERATIONS AND MAINTENANCE MANAGER	H865	Classified
WPCF MAINTENANCE SUPERVISOR	H860	Classified
WPCF OPERATIONS SUPERVISOR	H855	Classified
WPCF LEAD OPERATOR	M935	Classified
WPCF OPERATOR	M930	Classified
OPERATOR-IN-TRAINING	M925	Classified
LAB SUPERVISOR	H850	Classified
CHEMIST	T807	Classified
LABORATORY TECHNICIAN	T805	Classified
<b>WATER POLLUTION SOURCE CONTROL</b>		
ENVIRONMENTAL SERVICES MANAGER	H805	Classified
WATER POLLUTION CONTROL ADMINISTRATOR	H845	Classified
SENIOR WATER POLLUTION SOURCE CONTROL INSPECTOR	T815	Classified
WATER POLLUTION SOURCE CONTROL INSPECTOR	T810	Classified
TECHNICAL INTERN	Z125	Classified
SENIOR WATER RESOURCES ENGINEER	H813	Classified
SENIOR UTILITIES ENGINEER	H810	Classified
<b>WATER DISTRIBUTION</b>		
UTILITIES OPERATIONS AND MAINTENANCE MANAGER	H835	Classified
UTILITIES OPERATIONS AND MAINTENANCE SUPERVISOR	H830	Classified

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UTILITIES FIELD SERVICES SUPERVISOR	H825	Classified
WASTEWATER COLLECTIONS SYSTEM SUPERVISOR	H823	Classified
WATER INSTALLATION AND MAINTENANCE SUPERVISOR	H815	Classified
SENIOR UTILITY CUSTOMER SERVICE LEADER	M825	Classified
CROSS CONNECTION CONTROL SPECIALIST	M815	Classified
WATER METER MECHANIC	M810	Classified
CUSTOMER FIELD TECHNICIAN	M807	Classified
BACKFLOW/CROSS CONNECTION TESTER	M800	Classified
UTILITIES MAINTENANCE SUPERVISOR	H850	Classified
UTILITIES SERVICE WORKER	M900	Classified
<b>GENERAL MAINTENANCE</b>		
EQUIPMENT OPERATOR	M400	Classified
MAINTENANCE WORKER	M305	Classified
SENIOR UTILITY LEADER	M845	Classified
UTILITY LEADER	M840	Classified
UTILITY WORKER	M835	Classified
SENIOR UTILITY LEADER - SEWER	M920	Classified
UTILITY LEADER - SEWER	M915	Classified
UTILITY WORKER - SEWER	M910	Classified
UTILITIES MAINTENANCE MECHANIC	M415	Classified
<b>INFORMATION TECHNOLOGY DEPARTMENT</b>		
DEPUTY DIRECTOR OF INFORMATION TECHNOLOGY	U530	Classified
INFORMATION SYSTEMS MANAGER	H565	Classified
INFORMATION TECHNOLOGY MANAGER	H566	Classified
DATA AND SYSTEMS COORDINATOR	H560	Classified
NETWORK SYSTEMS SPECIALIST	H555	Classified
GEOGRAPHIC INFO SYSTEMS COORDINATOR	T460	Classified
PROGRAMMER ANALYST	T455	Classified
WEB SPECIALIST	T450	Classified
INFORMATION TECHNOLOGY ANALYST II	T435	Classified
INFORMATION TECHNOLOGY ANALYST I	T430	Classified

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TECHNOLOGY SOLUTIONS ANALYST II	T445	Classified
TECHNOLOGY SOLUTIONS ANALYST I	T440	Classified
GEOGRAPHIC INFO SYSTEM TECHNICIAN II	T465	Classified
GEOGRAPHIC INFO SYSTEM TECHNICIAN I	T470	Classified
INFORMATION TECHNOLOGY TECHNICIAN II	T425	Classified
INFORMATION TECHNOLOGY TECHNICIAN I	T475	Classified
INFORMATION SYSTEMS SUPPORT TECHNICIAN	T415	Classified
DATA SYSTEMS OPERATOR	C450	Classified
AUDIO VIDEO SPECIALIST	T410	Classified
VIDEO ASSISTANT	T400	Classified
INFORMATION TECHNOLOGY INTERN	Z121	Classified