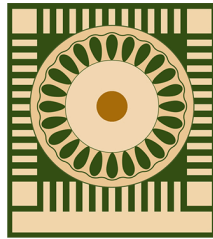


CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov



CITY OF
HAYWARD
HEART OF THE BAY

Agenda

Thursday, March 16, 2017

5:30 PM

City Hall, Conference Room 2A

Personnel Commission

CALL TO ORDER**PLEDGE OF ALLEGIANCE****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.

APPROVAL OF MINUTES

1. [MIN 17-029](#) Approval of Minutes for Special Meeting of January 19, 2017

Attachments: [Minutes](#)

REPORTS

Welcome by City Manager (Information)

City Council Liaison (Information)

Director of Human Resources (Information)

ACTION ITEMS

2. [ACT 17-013](#) Revised Job Description for Assistant/Associate Planner

Attachments: [Attachment I Staff Report](#)
[Attachment II Assistant Associate Planner Job Description](#)
[Attachment III Development Services Org Chart](#)

3. [ACT 17-015](#) Revised Job Description for Groundskeeper III

Attachments: [Attachment I Staff Report](#)
[Attachment II Groundskeeper III Job Description](#)
[Attachment III Maintenance Services Org Chart](#)

Personnel Commission**Agenda****March 16, 2017**

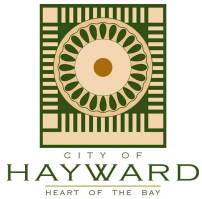
4. [ACT 17-016](#) Revised Job Description for Graphics and Media Relations Technician
- Attachments:** [Attachment I Staff Report](#)
 [Attachment II Job Description](#)
 [Attachment III CMO Organizational Chart](#)
5. [ACT 17-017](#) Revised Job Description for Program Assistant and New Job Description for Lead Program Assistant
- Attachments:** [Attachment I Staff Report](#)
 [Attachment II Program Assistant Job Description](#)
 [Attachment III Lead Program Assistant Job Description](#)
 [Attachment IV Library and Community Svcs Org Chart](#)
6. [ACT 17-014](#) Revised City Classification and Salary Plan for Fiscal Year 2017 - Updated March 16, 2017
- Attachments:** [Attachment I Staff Report](#)
 [Attachment II FY 2017 Class Plan](#)
 [Attachment III FY 2017 Classified Salary Plan](#)

REPORTS (CONTINUED)

Recruitment Diversity Report (Oral Report)

RECURRING AGENDA TOPICS/GENERAL COMMENTS**ADJOURNMENT****NEXT MEETING – MAY 11, 2017**

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.



CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov

File #: MIN 17-029

DATE: March 16, 2017

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT

Approval of Minutes for Special Meeting of January 19, 2017

RECOMMENDATION

That the Personnel Commission reviews and approves the meeting minutes from the special meeting held on January 19, 2017.

ATTACHMENTS

Attachment I Minutes



CITY OF HAYWARD
PERSONNEL COMMISSION
DRAFT MINUTES
Special Meeting
Thursday, January 19, 2017
Room 2A

A regular meeting of the City of Hayward Personnel Commission was called to order at 5:30 p.m. on Thursday, January 19, 2017, at Hayward City Hall, Conference Room 2A, followed by the Pledge of Allegiance and Roll Call.

HUMAN RESOURCES DEPARTMENT STAFF

Nina Collins, Director of Human Resources

Farbod Pirouzman, Deputy Director of Human Resources

Vanessa Lopez, Senior Human Resources Analyst

Lisette Del Pino, Human Resources Analyst II

CITY COUNCIL

Council Member Marvin Peixoto

OTHERS PRESENT

Seema Vashi, Assistant City Attorney

Attendance		<u>REGULAR MEETINGS</u>		<u>SPECIAL MEETINGS</u>	
	Present 01.19.2017 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.
Doris Yates	X	1	0	1	0
Elecia Garrett	X	1	0	1	0
V. Toni Adams	O	1	0	0	1
Jose Guadamuz	X	0	0	1	0
Rachel Lucas	X	0	0	1	0
Giancarlo Scalise	X	0	0	1	0
Allen Zargar	X	0	0	1	0

X = present O = absent

* Chair Person

PUBLIC COMMENTS

None.

APPROVAL OF MINUTES

1. Approval of September 15, 2016 Meeting Minutes (Action)

(M/S/P) (Garrett/Lucas) Approved with edits.

Abstain: Zargar.

REPORTS

1. City Council Liaison (Information)

Council Member Peixoto mentioned how pleased the Council was with the Commission interviews. He also mentioned that he hopes that the new activities scheduled for the Personnel Commission will keep the new Commissioners energized and involved in the Commission.

2. Director of Human Resources (Information)

Director Collins welcomed the new Personnel Commissioners and stated that they're coming onboard during an exciting time. In the past, Commissioners have done a lot of review of job descriptions. However, the City is in a unique place now. We have a new City Manager, new ideas, and we want people to think of Hayward when they think of employment.

Director Collins also stated that we'll be rewriting the Personnel Rules, and the Personnel Commission will be assisting with that project. She also stated that the City Manager will be attending the next meeting to welcome the new Commissioners and to talk more about the role of the Commission.

Lastly, Director Collins stated that Candi Jackson will be in contact with the new Commissioners to schedule an orientation before the next meeting.

ACTION ITEMS

3. Revised City Classification and Salary Plan for Fiscal Year 2017– Updated January 19, 2017

Director Collins provided an overview of the revised classification plan. Commissioner Yates asked what the various letters in the job codes stood for in the classification plan. Director Collins stated that each letter stood for each bargaining unit. Commissioner Yates suggested that a legend be added to the classification plan for future reports.

Director Collins also provided an overview of the revised salary plan. The salary plan was updated to include salary adjustments for various positions within the SEIU Maintenance bargaining unit. As part of the agreement with SEIU Maintenance, there should be a 15% difference between the lead position and the lower position. Director Collins also stated that SEIU Maintenance has reviewed and agreed on the revised salary plan.

(M/S/P) (Zargar/Garrett) Adopted revised classification plan.

(M/S/P) (Lucas/Garrett) Recommended salary plan for Council approval.

RECURRING AGENDA TOPICS/GENERAL COMMENTS

1. Director Collins stated that it's important that the Commissioners be a part of what this Commission will become. She also reiterated that the City Manager will be attending the next meeting to welcome the new Commissioners and discuss what we have in mind for the Commission in the upcoming year. Director Collins also stated that it's important that the new Commissioners provide feedback as we draft goals for the coming year

Director Collins mentioned that a diversity report will be provided at the next regular meeting so that the new Commissioners can have a better idea of our applicant pools. One of the bigger projects for the Commission is the rewriting of the Personnel Rules. Director Collins stated that Deputy Director Pirouzmand has started this project with the recruitment section.

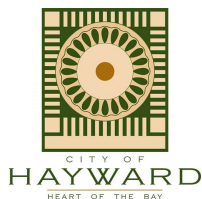
Lastly, Director Collins mentioned that a Job Fair, in partnership with the Personnel Commission, is coming soon. If not this year, then next year.

2. Commissioner Yates mentioned that it's important for all the Commissioners to participate in interview panels to see firsthand our applicant pool.
3. Commissioner Yates mentioned that we need to elect officers. Director Collins stated that this will happen at the next meeting and Assistant City Attorney Vashi will provide direction in terms of the process. This will be added to the agenda.

ADJOURNMENT

Meeting was adjourned at 5:57 p.m.

Nina S. Collins, Director of Human Resources



CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov

File #: ACT 17-013

DATE: March 16, 2017

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT

Revised Job Description for Assistant/Associate Planner

RECOMMENDATION

That the Personnel Commission reviews and comments on the job description for the position of Assistant/Associate Planner to ensure that employment standards are job-related. Job-related standards address all aspects of the job description, including supervision exercised, education, special requirements, and experience.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Assistant/Associate Planner Job Description
Attachment III	Development Services Organizational Chart



DATE: March 16, 2017

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT: Revised Job Description for Assistant/Associate Planner

RECOMMENDATION

That the Personnel Commission reviews and comments on the job description for the position of Assistant/Associate Planner to ensure that employment standards are job-related. Job-related standards address all aspects of the job description, including supervision exercised, education, special requirements, and experience.

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. Human Resources 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, Human Resources staff makes any adjustments to the job requirements as provided by the department prior to initiating a recruitment process.

The Assistant Planner and Associate Planner job descriptions are combined into one job description and were last revised in April 2013. The current change is to modify the distinguishing characteristics to a flexibly staffed Assistant/Associate Planner position and to align the format to the current City standards. Flexing the position will allow for more flexibility in recruitments and for Assistants to advance to the Associate level. The City will be able to fill both positions from the same recruitment and expedite the process. It will also allow the hiring manager to promote current Assistant Planners into the Associate planner position. The changes to the job description are as follows:

Assistant/Associate Planner

Distinguishing Characteristics Section

Added: "Incumbents may advance from the Assistant Planner to the Associate Planner level based on a recommendation by their supervisor and approval from the Director of Development Services or designee. Advancement may result after the incumbent gains sufficient knowledge and experience in professional Planning work, as well as City and departmental practices and procedures, to be able to consistently perform the work of the higher classification."

Replaced: "...in that the latter" with "..., which..."

FISCAL IMPACT

There is no economic impact as a result of changes to the job description. The classification is in the approved salary plan, and there is no recommended change to salary.

Prepared by: Lisette Del Pino, Human Resources Analyst II

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

Approved By:

A handwritten signature in black ink, appearing to read "K. McAdoo", written over a horizontal line.

Kelly McAdoo, City Manager

CITY OF HAYWARD

ASSISTANT PLANNER
ASSOCIATE PLANNERDEFINITION

To perform professional planning duties related to current and/or long-range planning, including neighborhood planning, demographic or housing analysis, code amendments and land use studies; to review plans and explain policies and regulations to the public; and to provide technical support to management staff.

DISTINGUISHING CHARACTERISTICS

Assistant Planner - This is the entry-level class within the professional Planner series. This class is distinguished from the journey level by the performance of more routine tasks and duties assigned to positions within this series. Employees at this level are not expected to perform with the same independence of direction and judgment on matters allocated to the journey level. Since this class is typically used as a training class, employees have only limited or no directly related professional planning work experience. Employees work under general supervision while learning job tasks.

Associate Planner - This is the journey level class within the professional planning series. This class is distinguished from the Assistant Planner by assignment of the full range of professional planning duties. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies within the work unit.

Incumbents may advance from the Assistant Planner to the Associate Planner level based on a recommendation by their supervisor and approval from the Director of Development Services or designee. Advancement may result after the incumbent gains sufficient knowledge and experience in professional Planning work, as well as City and departmental practices and procedures, to be able to consistently perform the work of the higher classification.

This class is distinguished from that of the Senior Planner, which is an advanced journey level class responsible for more complex and difficult planning projects and programs and exercises direct supervision over assigned staff.

SUPERVISION RECEIVED

Assistant Planner – Receives general supervision from a Senior Planner or an assigned manager.

Associate Planner – Receives direction from a Senior Planner or an assigned manager.

City of Hayward
Assistant Planner/Associate Planner
Page 2

SUPERVISION EXERCISED

Assistant Planner – None.

Associate Planner – May exercise technical and functional supervision over subordinate professional, technical, and clerical staff.

ESSENTIAL DUTIES

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

Research, analyze and interpret social, economic, population and land use data, trends and reports.

Prepare and present written reports on various planning matters such as elements of the general plan, neighborhood plans, demographic or housing analysis, code amendments, and miscellaneous land use studies.

Prepare and/or monitor preparation of environmental documents including environmental analyses of development impacts and related preparation of negative declarations and/or environmental impact reports; work with consultants in facilitating preparation of environmental impact reports and related findings and documentation.

Review building, site and architectural plans, use permits, zone changes, variances, development proposals, applications and other related documents for conformance to City standards and other applicable state and federal rules and regulations; serve as primary point of contact to developers and property owners in meeting these standards.

Prepare and update maps, graphs and other graphics for use in reports and public presentations.

Review and analyze development proposals and work with developers, the public and other agencies regarding various land use permits, general plan amendments, and zone changes.

Provide information to the public, developers, public officials and staff members about land use matters to clarify and assure conformance to city and state policies and regulations regarding zoning and other development controls, acceptable development proposals, compatibility with adopted plans and environmental impacts.

Make presentations to the Planning Commission, City Council, and other interested parties regarding land use applications, general plan amendments, zoning changes, code amendments, and special studies.

Analyze, interpret and apply regional, state, and federal regulations.

Coordinate ongoing planning related programs or projects involving multi-department and multi-jurisdictional cooperation; provide professional planning guidance in responding to questions or inquiries.

City of Hayward
Assistant Planner/Associate Planner
Page 3

ESSENTIAL DUTIES (continued):

Attend and serve on intra-departmental and inter-agency planning committees.

Build and maintain positive working relationships with co-workers, other City employees and the public using principles of good customer service.

Perform related duties as assigned.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Laws, principles, and practices relating to general plans, zoning and environmental procedures, and green building and sustainability.

Principles and practices of site planning.

Research techniques, analysis methods and current literature related to urban planning, land use data and related trends.

Architectural design principles and practices.

Pertinent local, state and federal laws, ordinances and rules related to land use and planning law.

Political processes and governmental operations of state and local governments.

Modern office procedures, methods, and computer equipment and software.

English usage, spelling, punctuation, and grammar.

Principles and practices of project management.

Principles and practices of work safety.

Ability to:

Perform professional planning duties related to urban planning and development.

Analyze and compile technical and statistical information and prepare reports.

Interpret and explain planning and zoning programs, policies and procedures to City staff, the general public, and other interested parties.

Operate a personal computer with proficiency and familiarity, including use of word processing, spreadsheet, database, mapping, internet, and visual presentation programs.

City of Hayward
Assistant Planner/Associate Planner
Page 4

JOB RELATED AND ESSENTIAL QUALIFICATIONS (continued):

Prepare concise, comprehensive and understandable written reports, studies, and other written materials.

Exercise initiative and independent judgment in sensitive situations; research, problem solve, and negotiate.

Prepare and present oral and visual presentations to a variety of internal and external customers.

Ability to:

Establish and maintain effective working relationships with those contacted in the course of work.

Communicate clearly and concisely, orally and in writing.

EXPERIENCE AND EDUCATION

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

Assistant Planner

Experience: No professional experience is required; one (1) year of technical planning experience is desired.

Education: Equivalent to a Bachelor's Degree from an accredited college or university with major course work in planning, environmental studies, architecture, or a related field.

Licenses and certificates: Possession and maintenance of a valid Class C California Driver's License. Membership in the American Planning Association (APA) is desirable.

Associate Planner

Experience: Two (2) years of responsible experience performing duties similar to that of an Assistant Planner with the City of Hayward.

Education: Equivalent to a Bachelor's Degree from an accredited college or university with major course work in planning, environmental studies, architecture, or a related field. A Master's Degree in urban planning or related field is desirable and may be substituted for up to one (1) year of the required experience.

Licenses and certificates: Possession and maintenance of a valid Class C California

City of Hayward
Assistant Planner/Associate Planner
Page 5

EXPERIENCE AND EDUCATION (continued):

Driver's License. Membership in the American Planning Association (APA) and American Institute of Certified Planners (AICP) is desirable.

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; 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; stand, walk, reach, twist, turn, kneel, bend, squat and stoop in the performance of daily office activities; converse by telephone, email, in person, and to small or large groups and be clearly understood; travel to various locations and participate in meetings to conduct City business; read and comprehend technical and complex documents; interact with the public and all different levels of City staff in an effective and professional manner; and safely lift, carry and maneuver office supplies and computer related equipment, documents, or boxes of, weighing up to 40 pounds. Essential functions must be performed with or without reasonable accommodations.

PROBATIONARY PERIOD: One (1) Year

T310/T315

Created: September 1990

Revised: March 2017

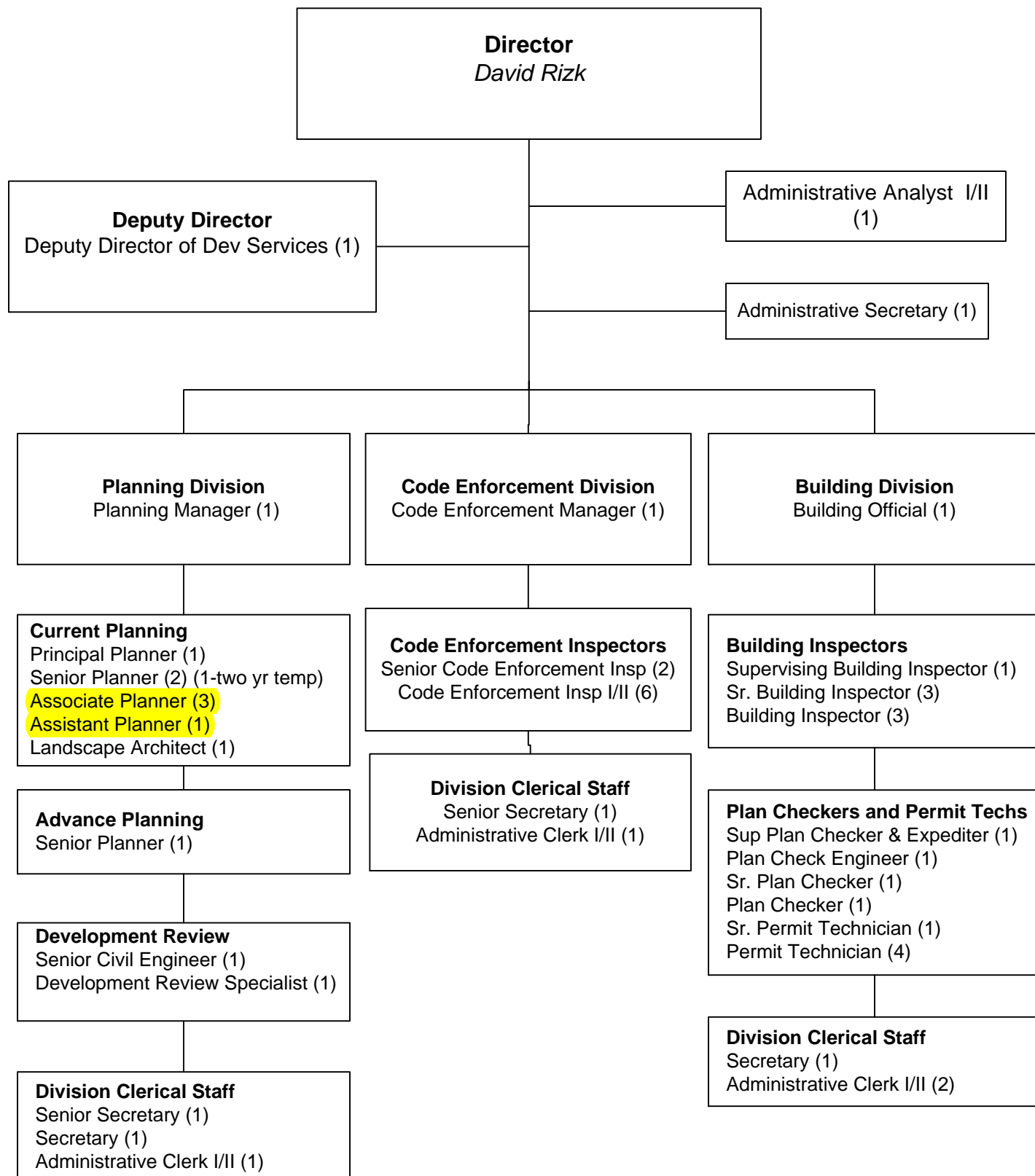
AAP GROUP: 3

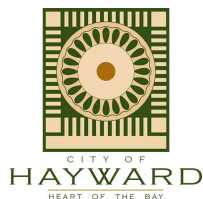
FPPC STATUS: Non-Designated

FLSA STATUS: Exempt

FY 2017 STAFFING 50.00 FTE

Development Services Department





CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov

File #: ACT 17-015

DATE: March 16, 2017

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT

Revised Job Description for Groundskeeper III

RECOMMENDATION

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

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Groundskeeper III Job Description
Attachment III	Maintenance Services Organizational Chart



DATE: March 16, 2017

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT: Revised Job Description for Groundskeeper III

RECOMMENDATION

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

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. Human Resources 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 makes necessary adjustments to the job requirements to ensure that the needs of the department will be met.

The Groundskeeper job description was revised to update the definition, distinguishing characteristics, supervision received, essential duties, job related and essential qualifications, and education and experience. The changes to the job description are made to update the role and responsibilities of the current classification to reflect the operational needs of the department. The changes to the job description are as follows:

Groundskeeper III

Definition

Added: "...work in construction and grounds keeping."

Removed: "..., semiskilled and routine grounds keeping duties which may include gardening, landscaping, chemical spraying, tree trimming and removals and equipment operation,"

Distinguishing Characteristics

Added: "This is an advanced journey level position...by the requirement to direct...one or more crews in the performance of a variety of complex landscape construction and tree trimming and removal activities requiring the use of light and heavy equipment; or to direct and coordinate the activities of two or more crews; or by the performance of skilled craft

work in addition to directing the work of a crew. Work assignment received may be of a general nature requiring the exercise of judgment and initiative in the independent planning, scheduling and prompt completion of the work. Incumbents are expected to exercise effective supervision of subordinate personnel and may be required to perform duties similar to those performed by a Groundskeeper I, Groundskeeper II or, Tree Trimmer. The Groundskeeper III is also expected to be the liaison between the Landscape Division and landscape contractors in ensuring contract compliance and solving issues.

Removed: "The concept of a Groundskeeper III is that of a lead worker and as such may be required to perform duties similar to those performed by Groundskeeper I. Also operates a variety of light and medium motorized equipment related to grounds keeping activities."

Supervision Received

Added: "... Maintenance Manager."

Removed: "...Superintendent."

Supervision Exercised

Added: "Provides working lead direction to Laborers, Groundskeeper I, Groundskeeper II and Tree Trimmers."

Removed: "Responsibilities include supervision of one or more crews, including Tree, Stumping, Watering, Spraying, Groundskeeping, Litter and Irrigation."

Essential Duties

Added:

- "Duties may include but are not limited to the following:"
- "Exercises independent judgement in calculating materials, supplies, and equipment needed for specific projects, and ensures the availability of same."
- "...maintenance and repair of landscaped areas, irrigation systems and related facilities. Plans and schedules specific activities to be accomplished by crews under his or her supervision and sees to the prompt and efficient completion of the work."
- "Assists in trimming and removing trees, stumps and roots. Teaches and enforces safety regulations."
- "... and trains others in the operation of a variety of light, moderate and heavy equipment used in landscape construction and tree maintenance including maintenance and cleaning equipment and related hand and power tools."
- Acts as liaison between City and landscape contractors to ensure contract compliance and issue resolution.

Replaced: "...moderately" with "...moderate..." and "...Superintendent..." with "...Maintenance Manager..."

Removed:

- "Directs, coordinates and supervises the work of one or more crews involved with gardening, landscape construction, spraying, tree trimming and cleanup."

- “... maintenance and repair of landscaped areas, irrigation systems and related facilities.”
- “Assists in trimming and removing trees, stumps, and roots.”
- “...and hand and poser tool...”

Job Related and Essential Qualifications

Knowledge of

Added:

- “Programming, installation and maintenance of evapotranspiration and weather-based irrigation controllers.”
- “Elementary principles of effective supervision.”

Replaced: “Safe operating practices and procedures.” with “Safety procedures and techniques.”

Ability to

Added:

- “Maintain written records.”
- “Work various schedules.”
- “Establish and maintain effective interpersonal relations with co-workers, the public and contractors.”
- “Cope with different situations and changing priorities.”

Experience and Education

Replaced: “...training...” with “education”; “...eighth...” with “...twelfth (12th)...”

Added: “...tree trimming, irrigation and landscape...”

Removed: “...park...”

Special Requirements

Added: “Essential duties require the following mental and/or physical ability to: work in variable indoor and outdoor conditions; tolerate exposure to outdoor elements in all weather conditions (e.g. heat, cold, and rain) throughout the year; work in confined workspaces, and be able to tolerate some exposure to varying amounts of vibration and equipment noise, pesticide chemicals, gas, oil and PVC glue and mechanical hazards; frequent standing and walking and occasional kneeling, crouching, stooping, twisting of the upper body, climbing; handling equipment; digital dexterity; 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; ability to safely lift and move equipment weighing up to 80 pounds; converse by telephone, email, in person and be clearly understood; read and comprehend technical and complex documents; and interact with the public and all different levels of City staff in an effective and professional manner. Essential functions must be performed with or without reasonable accommodation.”

FISCAL IMPACT

There is no economic impact as a result of changes to the job description. The classification is in the approved salary plan, and there is no recommended change to salary.

Prepared by: Farbod Pirouzmand, Deputy Director of Human Resources

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

Approved By:

A handwritten signature in black ink, appearing to read 'K. McAdoo', is positioned above a horizontal line.

Kelly McAdoo, City Manager

Attachment II
CITY OF HAYWARD

GROUNDSKEEPER III

DEFINITION

To supervise one or more crews and perform skilled work in construction and grounds keeping.

DISTINGUISHING CHARACTERISTICS

This is an advanced journey level position. Positions in this class are distinguished from those in the lower class of Groundskeeper II by the requirement to direct, supervise and coordinate one or more crews in the performance of a variety of complex landscape construction and tree trimming and removal activities requiring the use of light and heavy equipment; or to direct and coordinate the activities of two or more crews; or by the performance of skilled craft work in addition to directing the work of a crew. Work assignment received may be of a general nature requiring the exercise of judgment and initiative in the independent planning, scheduling and prompt completion of the work. Incumbents are expected to exercise effective supervision of subordinate personnel and may be required to perform duties similar to those performed by a Groundskeeper I, Groundskeeper II or, Tree Trimmer. The Groundskeeper III is also expected to be the liaison between the Landscape Division and landscape contractors in ensuring contract compliance and solving issues. In addition, the Groundskeeper III has primary responsibility for investigating and reconciling citizens' complaints related to the street tree program and for coordinating the activities of this section with other Departments and Divisions within the City.

SUPERVISION RECEIVED

General supervision is provided by the Landscape Maintenance Manager.

SUPERVISION EXERCISED

Provides working lead direction to Laborers, Groundskeeper I, Groundskeeper II and Tree Trimmers.

ESSENTIAL DUTIES

Duties may include but are not limited to the following:

Exercises independent judgment in calculating materials, supplies, and equipment needed for specific projects, and ensures the availability of same.

Participate in the maintenance and repair of landscaped areas, irrigation systems and related facilities. Plans and schedules specific activities to be accomplished by crews under his or her supervision and sees to the prompt and efficient completion of the work.

City of Hayward
Groundskeeper III
Page 2

ESSENTIAL DUTIES (continued):

Assists in trimming and removing trees, stumps and roots. Teaches and enforces safety regulations.

Operates and trains others in the operation of a variety of light, moderate and heavy equipment used in landscape construction and tree maintenance including maintenance and cleaning equipment and related hand and power tools.

Works from landscape plans and blueprints in performing cut and fill and finish grading in landscape projects.

Responds to service calls and complaints from the public and makes recommendations to the Landscape Maintenance Manager.

Acts in Landscape Maintenance Manager's absence as needed to exercise effective supervision of subordinate personnel.

Performs heavy physical labor.

Acts as liaison between City and landscape contractors to ensure contract compliance and issue resolution.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Basic materials, methods, and terminology used in the maintenance and repair of landscaped areas including trees, irrigation systems and associated facilities.

Safety procedures and techniques.

The operation and use of a variety of hand and powered tools used in performing groundskeeping work.

Methods of planting, transplanting, watering, spraying, trimming and removing trees, shrubs, flowers and lawns.

Programming, installation and maintenance of evapotranspiration and weather-based irrigation controllers.

Elementary principles of effective supervision.

City of Hayward
Groundskeeper III
Page 3

JOB RELATED AND ESSENTIAL QUALIFICATIONS (continued):

Ability to:

Supervise the activities of one or more crews and work independently without direct supervision.

Perform a variety of skilled and semiskilled groundskeeping tasks.

Follow verbal and written directions and work from sketches and drawings.

Use hand and power tools and equipment.

Perform heavy physical labor.

Maintain written records.

Work various schedules.

Establish and maintain effective interpersonal relations with co-workers, the public and contractors.

Cope with different situations and changing priorities.

EXPERIENCE AND EDUCATION

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

Experience: Three (3) years of experience in tree trimming, irrigation and landscape maintenance and groundskeeping work. One year of supervisory experience as a leadworker is preferable but not required.

Education: Equivalent to completion of the twelfth (12th) grade. Supplemental courses in Horticulture or related field is desirable.

Licenses and Certificates: Possession of a valid Class C California Driver's License. Must obtain Class B License during probationary period. Depending upon assignment, a Class A Driver's License and/or a California Tanker Endorsement may be required. Must obtain an Agricultural Pest Control Applicator's License in at least one category within one year from date of hire.

City of Hayward
Groundskeeper III
Page 4

SPECIAL REQUIREMENTS

Essential duties require the following mental and/or physical ability to: work in variable indoor and outdoor conditions; tolerate exposure to outdoor elements in all weather conditions (e.g. heat, cold, and rain) throughout the year; work in confined workspaces, and be able to tolerate some exposure to varying amounts of vibration and equipment noise, pesticide chemicals, gas, oil and PVC glue and mechanical hazards; frequent standing and walking and occasional kneeling, crouching, stooping, twisting of the upper body, climbing; handling equipment; digital dexterity; 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; ability to safely lift and move equipment weighing up to 80 pounds; converse by telephone, email, in person and be clearly understood; read and comprehend technical and complex documents; and interact with the public and all different levels of City staff in an effective and professional manner. Essential functions must be performed with or without reasonable accommodation.

PROBATIONARY PERIOD: One (1) Year

343CS94

September 1976

Revised March 1994

Revised August 2016

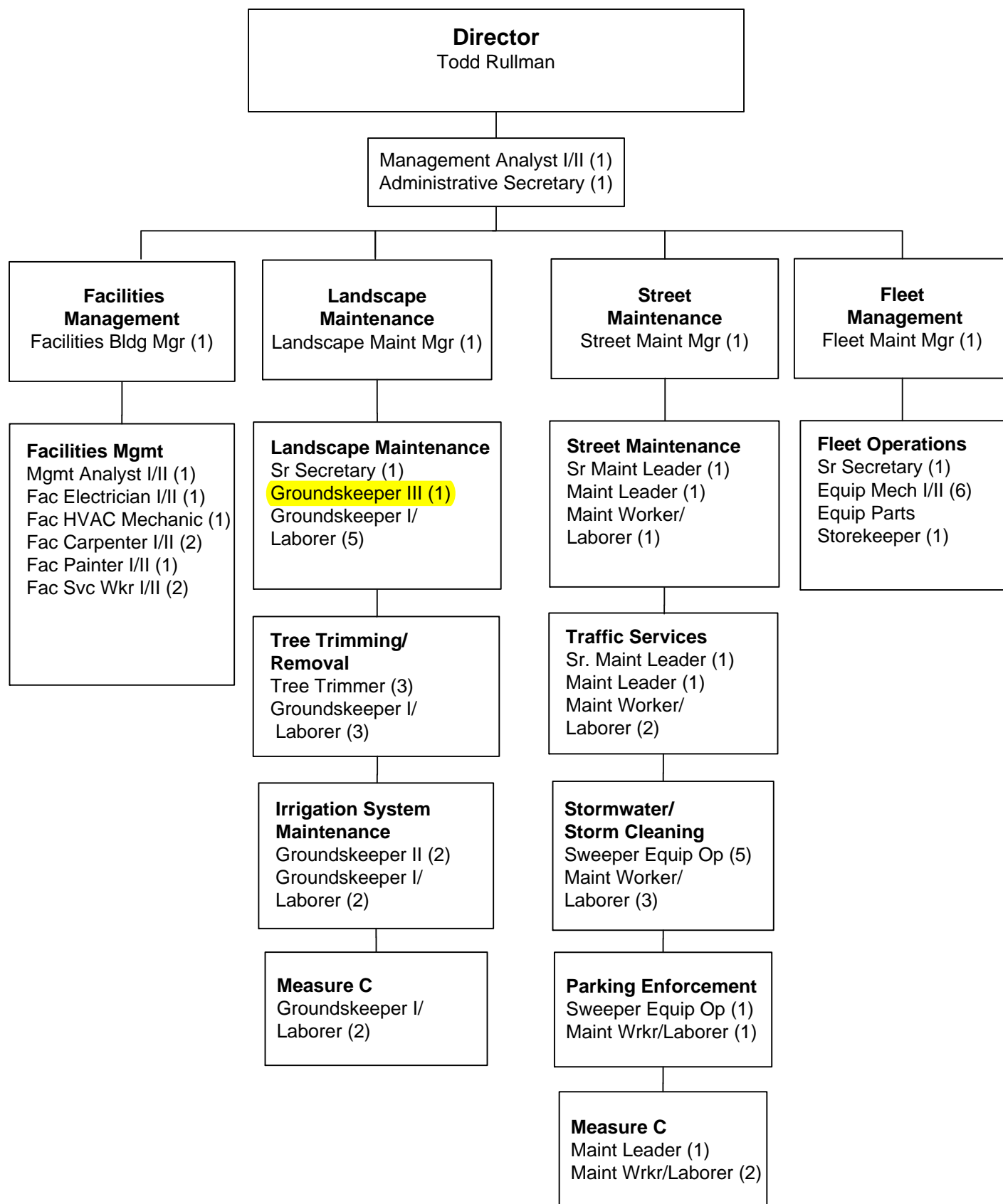
AAP GROUP: 18

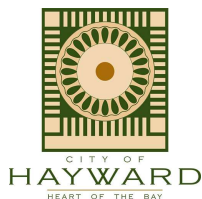
FPPC STATUS: Non-Designated

FLSA STATUS: Non-exempt

FY 2017 STAFFING 62.0 FTE

Maintenance Services Department





CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov

File #: ACT 17-016

DATE: March 16, 2017

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT

Revised Job Description for Graphics and Media Relations Technician

RECOMMENDATION

That the Personnel Commission reviews and comments on the job description for the position of Graphics and Media Relations Technician to ensure that employment standards are job-related. Job-related standards address all aspects of the job description, including supervision exercised, education, special requirements, and experience.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Graphics and Media Relations Technician Job Description
Attachment III	City Manager's Office Organizational Chart



DATE: March 16, 2017

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT: Revised Job Description for Graphics and Media Relations Technician

RECOMMENDATION

That the Personnel Commission reviews and comments on the job description for the position of Graphics and Media Relations Technician to ensure that employment standards are job-related. Job-related standards address all aspects of the job description, including supervision exercised, education, special requirements, and experience.

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. Human Resources 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 makes necessary adjustments to the job requirements to ensure that the needs of the department will be met.

The Graphics and Media Relations Technician job description was revised to update the title, definition, distinguishing characteristics, supervision received, essential duties, job related and essential qualifications, and education and experience. The changes to the job description are meant to remove planning related duties and add additional duties related to the City's website and social media. The changes to the job description are as follows:

Replace title "Graphics/Planning Technician" with "Graphics and Media Relations Technician"

Definition

Added: "...prepares City social media content, coordinates website content, assists in the drafting of press releases and City publications, and..."

Removed: "...provides compilation and maintenance of miscellaneous zoning and planning-related written and visual data; and supports Citywide departments in creating outreach materials, advertisements, and publications for special projects."

Distinguishing Characteristics

Removed: "...and perform routine technical planning duties, such as dispensing zoning information, maintaining various maps, databases, and files."

Supervision Received

Added: "... Community and Media Relations Officer and/or City Manager's Office staff as assigned."

Removed: "... professional and/or supervisory Planning Division staff."

Essential Duties

Added:

- "Drafts, edits, and produces media content on various social media channels and on the City's television station, KHRT."
- "Creates and updates City website content and structure in coordination with the Community and Media Relations division and other divisions."

Replaced: "...Citywide departments..." with "...the Community and Media Relations division..."

Removed:

- "Maintains up-to-date Geographic Information System data, maps and related land use documents; and as directed, visits various sites for field verification of land use data."
- "...maps..."
- "...GIS and..."
- "Conducts field surveys, gathering information related to land use planning for inclusion on maps, graphs and reports, and maintains photographic or other records of such data."
- "Prepares and maintains zoning, general plan and other base maps working from a variety of data sources."
- "Obtains and edits land use data from field surveys, building permits, County Assessor's reports, approved parcel and subdivision maps and other source documents from sources inside and outside the City."
- "Prepares public notifications using GIS, graphic design software for production in-house and by outside vendors."
- "Responds to questions from the public and City staff regarding Census data and County Assessor data."

Job Related and Essential Qualifications

Knowledge of

Added:

- "Basic principles and practices in marketing and public relations."
- "Principles of web and visual design."
- "Basic mathematical principles."
- "English usage, spelling, grammar, and punctuation."
- "Customer service principles."

Removed: "Basic mathematics as it relates to mapping, graphic design, and print production."

Ability to

Added:

- "Organize work, set priorities and meet critical time deadlines."
- "Maintain attention to detail, accuracy, and presentation while meeting critical deadlines."
- "Maintain confidentiality as necessary."

Replaced: "...visual materials." with "media content."

Removed:

- "...maps..."
- "...and GIS..."
- "...maps..."
- "Accurately perform basic mathematical calculations."
- "Read and interpret maps, site plans, and blueprints."

Experience and Education

Replaced:

- "...computer aided drafting or GIS. Experience working in a municipal planning department is desirable." with "...web design, social media content creation, or a closely related field. Public sector experience is desirable."
- "...GIS, Graphics, Graphic Design, Architecture, or Cartography..." with "Graphics, Graphic Design, Web Design..."

FISCAL IMPACT

There is no economic impact as a result of changes to the job description. The position is funded as part of the City Manager's FY 2017 approved operating budget. There is no recommended change to salary.

Prepared by: Grant Sakakihara, Acting Human Resources Analyst I

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

Approved By:



Kelly McAdoo, City Manager

CITY OF HAYWARD

GRAPHICS AND MEDIA RELATIONS TECHNICIANDEFINITION

Under general supervision, prepares City social media content, coordinates website content, assists in the drafting of press releases and City publications, and prepares graphics, illustrations, marketing collateral, brochures, pamphlets, applications, forms, publications, web graphics, and other visual aids using a variety of techniques.

DISTINGUISHING CHARACTERISTICS

This is a journey technical level position in which incumbents are expected to independently perform the full range of duties assigned. Incumbents prepare publications, marketing materials, web graphics. Incumbents must be able to work independently, complete tasks quickly and efficiently, prioritize tasks and adapt to changing priorities, and be self-motivated.

SUPERVISION RECEIVED

General supervision is provided by Community and Media Relations Officer and/or City Manager's Office staff as assigned.

SUPERVISION EXERCISED

May provide technical or functional direction to clerical staff.

ESSENTIAL DUTIES

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

Works with various departments to design, produce, and help distribute published marketing material promoting City events and services.

Retouches and color corrects photography for use in city media efforts.

Assists with planning, preparation, and implementation of social media campaigns (i.e. Facebook and Twitter) across departments for major projects.

Drafts, edits, and produces media content on various social media channels and on the City's television station, KHRT.

Assists the Community and Media Relations division in the planning, production and implementation of public outreach efforts; provides support to various City departments in online community outreach and social media messaging.

City of Hayward
Graphics and Media Relations Technician
Page 2

ESSENTIAL DUTIES (continued):

Provides assistance in the layout and production of City newsletters and communications.

Takes, edits, stores, and catalogs photographs for use in current projects as well as future needs.

Designs and prepares artwork, graphics, signs, illustrations, handouts, and other visual aids using graphic design software for staff reports, publications, presentations, and other community outreach efforts.

Produces materials for printing in-house or by outside printers.

Produces original illustrations and infographics to aid in visual storytelling efforts and communication programs.

Creates and updates City website content and structure in coordination with the Community and Media Relations division and other divisions.

Performs related work as necessary.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Adobe Creative Suite.

English grammar, writing, and communication skills.

Principles of and current techniques for preparing artwork, graphics, signs, illustrations, maps, handouts and other publications.

Basic principles and practices in marketing and public relations.

Principles of in web and visual design.

Basic mathematical principles.

English usage, spelling, grammar, and punctuation.

Customer service principles.

Productive use of computer equipment and common software applications.

City of Hayward
Graphics and Media Relations Technician
Page 3

JOB RELATED AND ESSENTIAL QUALIFICATIONS (continued):

Ability to:

Design, render and produce, drawings, sketches, publications, charts, spreadsheets, and other visual aids using freehand techniques and graphic design.

Exercise creativity and good judgment in producing thoughtful, engaging media content.

Organize work, set priorities and meet critical time deadlines.

Prepare, update and maintain files and records effectively and efficiently.

Maintain attention to detail, accuracy, and presentation while meeting critical deadlines.

Effectively use computers for graphics and create word processing documents.

Work independently and effectively prioritize work.

Work under pressure and adapt to shifting priorities.

Establish and maintain effective working relationships with City staff, vendors, and the general public.

Effectively communicate verbally and in writing.

Maintain confidentiality as necessary.

EXPERIENCE AND EDUCATION

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

Experience: Two (2) years of experience in graphic design, web design, social media content creation, or a closely related field. Public sector experience is desirable.

Education: Possession of an Associate's Degree with coursework in Graphics, Graphic Design, Web Design, or a related field, or the equivalent in work experience.

City of Hayward
Graphics and Media Relations Technician
Page 4

EXPERIENCE AND EDUCATION (continued):

Licenses and Certificates: Possession and maintenance of a valid California Class C Driver's License is required.

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 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; and safely drive to various locations throughout the City and County to fulfill assigned duties. Essential functions must be performed with or without reasonable accommodations.

PROBATIONARY PERIOD: One (1) year

Created: May 2000

Revised: July 2013

Revised: January 2016

Revised: March 2017

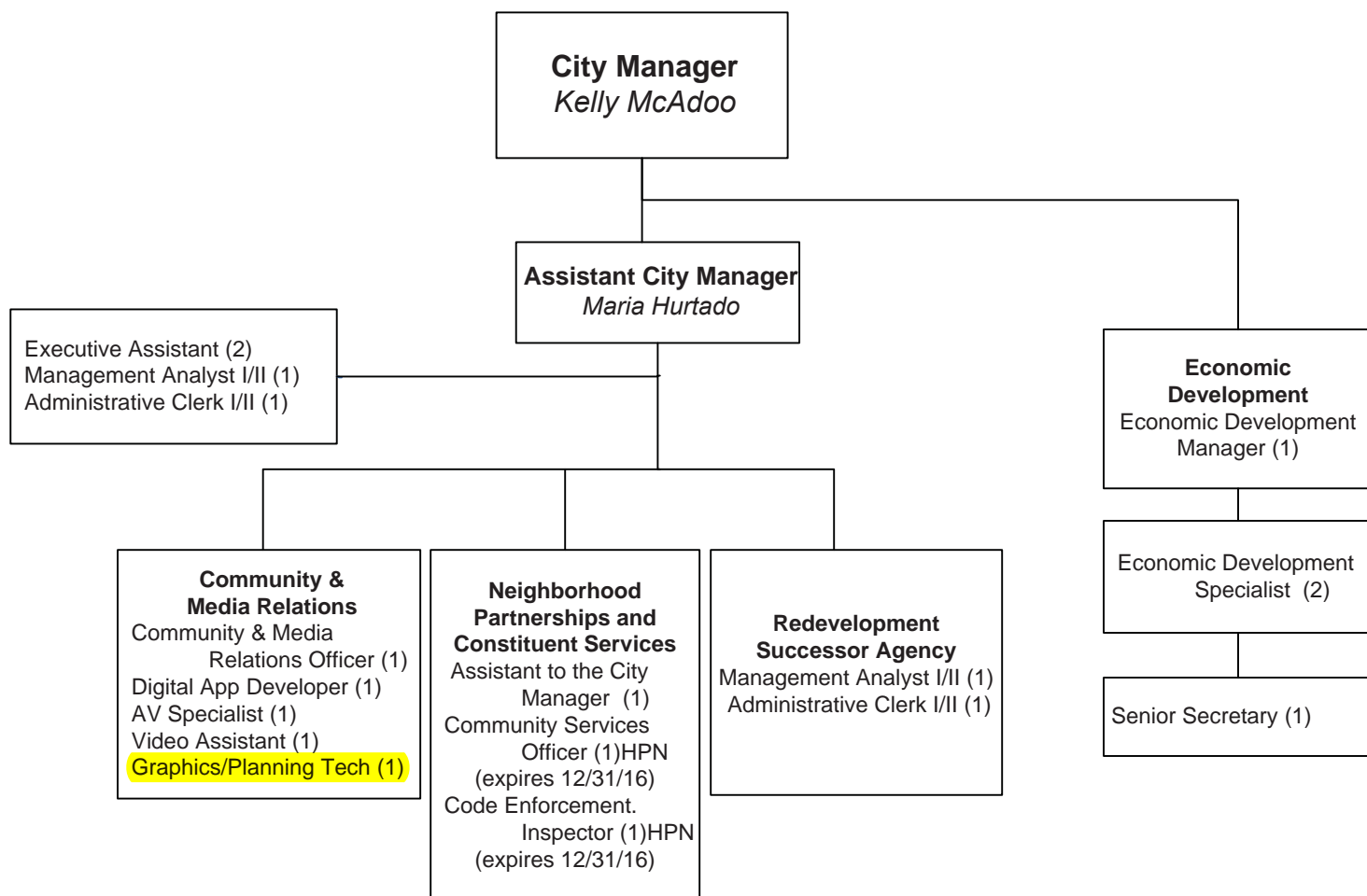
AAP STATUS: 5

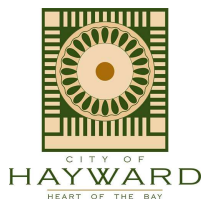
FPFC STATUS:

FLSA: Non-exempt

FY 2017 STAFFING 20.0 FTE

Office of the City Manager





CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov

File #: ACT 17-017

DATE: March 16, 2017

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT

Revised Job Description for Program Assistant and New Job Description for Lead Program Assistant

RECOMMENDATION

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

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Program Assistant Job Description
Attachment III	Lead Program Assistant Job Description
Attachment IV	Library and Community Services Organizational Chart



DATE: March 16, 2017

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT: Revised Job Description for Program Assistant and New Job Description for Lead Program Assistant

RECOMMENDATION

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

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. Human Resources 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, Human Resources staff makes any adjustments to the job requirements as provided by the department prior to initiating a recruitment process.

The Library and Community Services Department utilizes the position of Volunteer Program Assistant to manage numerous volunteers which support the Literacy Program and the Homework Center Program. The department expressed a need to update the current Volunteer Program Assistant classification whose incumbents oversee the above programs. The department also requested the creation of a higher level classification due to these rapidly expanding and popular community programs to assist the Department Manager and Literacy Program Coordinator in program development and implementation. Together with the department, Human Resources staff revised the Volunteer Program Assistant to a Program Assistant to address the department's need for recruitment and management of volunteer staff, program development and implementation. Subsequently, a new classification for Lead Program Assistant was created to address additional lead responsibilities needed to ensure the success of the above programs.

The Program Assistant job description has been revised to update the title, definition, supervision exercised, essential duties, job related and essential qualifications, experience and education, and to align the format to the current City standards. Furthermore, the additions

and changes clarify the distinguishing characteristics, supervision, and education and experience requirements for the Program Assistant. The changes to the job description are as follows:

Replaced title “Volunteer Program Assistant” with “Program Assistant”

Definition

Removed: “performs community liaison functions, coordinated public relations activities and education programs; and performs related work as required.”

Distinguishing Characteristics

Added:

- “...is the journey level class in the Program Assistant series. Positions at this level are distinguished from the other class within the series by the level of responsibility assumed. Employees...”
- “...recruiting, training, and monitoring volunteers and...”

Replaced:

- “is” with “are”
- “coordinating” with “assisting in”

Removed:

- “..., and”
- “delivering”

Supervision Received

Added: “Lead Program Assistant or”

Essential Duties

Added:

- “...is the journey level class in the Program Assistant series. Positions at this level are distinguished from the other class within the series by the level of responsibility assumed. Employee...”
- “Performs related duties as assigned.”

Replaced:

- “Schedules their” with “recommends”
- “Under direction, develops and implements” with “Assists with the development and implementation of”
- “Develops and implements” with “Assists with the development and implementation of”
- “Under direction, represents” with “Assists with representing”

Removed: “Represents the assigned department at workshops, conferences and coordinates volunteer meetings and events, including volunteer/staff appreciation events.”

Job Related and Essential Qualifications

Knowledge of

Added: "education/tutoring"

Replaced: "volunteer" with "education/tutoring"

Ability to

Added: "driven education/tutoring"

Removed: "Develop and/or"

Experience and Education

Replaced:

- "volunteer" with "education/tutoring"
- "in Public Relations, Public Administration or advertisement." with "...; Bachelor's degree in Humanities, Social Sciences, Counseling, or Education preferred."

The new duties for the Lead Library Program Assistant are as follows:

Lead Program Assistant

Essential Duties

- Under direction, develops and implements policies and procedures for implementing various volunteer, education and community programs; works with supervisors to identify needs and opportunities for utilization of volunteers, and to design programs to fill those needs and achieve identified program outcomes.
- Develops and implements volunteer training and orientation programs in a variety of areas including program procedures, applicable laws and department policies, techniques for dealing effectively with the public, data collection and assessment tools, and the proper use of City and volunteer resources. Produces and updates volunteer training manuals and volunteer job descriptions.
- Under direction, represents the City's and/or assigned department's various programs to the public and news media through public service announcements, classes, workshops, events and presentations to local groups, schools, and civic organizations and through personal contacts with community leaders.
- Represents the assigned department at workshops, conferences and coordinates volunteer meetings and events, including volunteer/staff appreciation events.
- Plans, assigns, and reviews the work of the assigned staff.
- Maintains systems for tracking intern timecards and volunteer program hours and performance measures.
- Maintains current intern and volunteer schedules, files, and records. Prepares reports on volunteer activities.
- Coordinates the distribution of volunteer supplies and equipment to satellite sites.
- Coordinates the donations and grants from private organizations and individuals.
- Assists professional staff with special projects as necessary.

FISCAL IMPACT

There is no economic impact as a result of changes to the Program Assistant job description. The classification is in the approved salary plan, and there is no recommended change to salary. The annual cost of salary and benefits for the Lead Program Assistant is under review and will be proposed in the FY 2018 Adopted Budget.

Prepared by: Lisette Del Pino, Human Resources Analyst II

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

Approved By:

A handwritten signature in black ink, appearing to read 'K. McAdoo', is positioned above a horizontal line.

Kelly McAdoo, City Manager

CITY OF HAYWARD

PROGRAM ASSISTANTDEFINITION

Under general supervision, recruits, trains and evaluates volunteer staff; and assists in the planning, organization, implementation and review of volunteer programs for the City Hayward.

DISTINGUISHING CHARACTERISTICS

This is the journey level class in the Program Assistant series. Positions at this level are distinguished from the other class within the series by the level of responsibility assumed. Employees are responsible for recruiting, training, and monitoring volunteers and assisting in the daily activities of volunteer programs in the City of Hayward and/or assigned Departments for various outcomes-based services and activities to the public in partnership with community organizations.

SUPERVISION RECEIVED

Receives general direction from the Lead Program Assistant or management personnel.

SUPERVISION EXERCISED

Provides direct supervision to unpaid volunteers.

ESSENTIAL DUTIES

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

Recruits, interviews, selects, orients, trains and evaluates volunteers; recommends daily work assignments and activities to assure maximum program coverage and effectiveness; assures that all departmental procedures are followed; responds to public inquiries involving the volunteer program or staff.

Maintains systems for tracking volunteer program hours and performance measures. Maintains systems to track volunteer skills.

Maintains and physically organizes volunteer work areas; maintains current schedules, files and records. Prepares reports on volunteer activities.

Assists with the acquisition and distribution of volunteer supplies and equipment.

Assists with the coordination of donations and grants from private organizations and individuals.

Assists with the development and implementation of policies and procedures for implementing various volunteer, education and community programs; works with supervisors to identify needs

City of Hayward
 Program Assistant
 Page 2

ESSENTIAL DUTIES (continued):

and opportunities for utilization of volunteers, and to design programs to fill those needs and achieve identified program outcomes.

Assists with the development and implementation of volunteer training and orientation programs in a variety of areas including program procedures, applicable laws and department policies, techniques for dealing effectively with the public, data collection and assessment tools, and the proper use of City and volunteer resources. Produces and updates volunteer training manuals and volunteer job descriptions.

Assists with representing the City's and/or assigned department's various programs to the public and news media through public service announcements, classes, workshops, events and presentations to local groups, schools and civic organizations and through personal contacts with community leaders.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Principles and practices of volunteer work and the operations and functions of municipal volunteer programs.

Community and government services, agencies and resources.

Principles and practices of customer service and community engagement.

Basic applicable education/tutoring program operations.

Basic laws and regulations relating to applicable program operations.

Principles of supervision, consensus building and conflict resolution.

Basic word processing, desktop publishing and spreadsheet applications (Microsoft Office program suite).

Ability to:

Assist in developing effective volunteer driven education/tutoring programs, policies and procedures to meet identified program goals.

Recruit, screen, select, train and evaluate volunteers.

Develop and maintain positive effective working relationships with community groups, organizations, co-workers, City departments and the public.

City of Hayward
 Program Assistant
 Page 3

JOB RELATED AND ESSENTIAL QUALIFICATIONS (continued):

Ability to (continued):

Communicate effectively with a wide range of clients and agencies

Work a flexible schedule; must be able to work weekends and evenings as required.

Prepare clear, concise written reports, letters and memoranda.

EXPERIENCE AND EDUCATION

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

Experience: Two (2) years progressively responsible experience in education/tutoring program coordination, customer service, project management or similar field.

Education: Equivalent to an Associate of Arts degree; Bachelor's degree in Humanities, Social Sciences, Counseling, or Education preferred.

Licenses and Certificates: Possess and maintain a valid California Class C 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, including digital photography and power point and make presentations to various groups; 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; interact with the public and all different levels of City staff in an effective and professional manner; travel to designated assignments. Essential functions must be performed with or without reasonable accommodation.

PROBATIONARY PERIOD: One (1) Year

C506

AUGUST 2001

Revised: March 2017

AAP GROUP: 16

FPPC STATUS: Non-Designated

FLSA STATUS: Non-Exempt

CITY OF HAYWARD

LEAD PROGRAM ASSISTANTDEFINITION

Under general supervision, performs community liaison functions, coordinates public relations activities and education programs; assists in the planning, organization, implementation and review of volunteer programs for the City of Hayward; and performs the most complex of volunteer program clerical duties.

DISTINGUISHING CHARACTERISTICS

This is the lead level class of the Program Assistant series. This position is responsible for coordinating the daily activities of volunteer programs in the City of Hayward and/or assigned Departments, and for delivering various outcomes-based services and activities to the public in partnership with community organizations. This class is distinguished from the Program Assistant as incumbents in the latter are expected to perform lead supervisory duties and respond to the most complex Education Services requests including scheduling staff and paid interns, making presentations to large audiences, executing/monitoring community partner intern contracts, and responding to complex requests and problems that may arise in volunteer programs.

SUPERVISION RECEIVED

Receives general direction from the management personnel.

SUPERVISION EXERCISED

Exercises technical and functional supervision over assigned library personnel, paid interns, and volunteers.

ESSENTIAL DUTIES

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

Under direction, develops and implements policies and procedures for implementing various volunteer, education and community programs; works with supervisors to identify needs and opportunities for utilization of volunteers, and to design programs to fill those needs and achieve identified program outcomes.

Develops and implements volunteer training and orientation programs in a variety of areas including program procedures, applicable laws and department policies, techniques for dealing effectively with the public, data collection and assessment tools, and the proper use of City and volunteer resources. Produces and updates volunteer training manuals and volunteer job descriptions.

City of Hayward
Lead Program Assistant
Page 2

ESSENTIAL DUTIES (continued):

Under direction, represents the City's and/or assigned department's various programs to the public and news media through public service announcements, classes, workshops, events and presentations to local groups, schools and civic organizations and through personal contacts with community leaders.

Represents the assigned department at workshops, conferences and coordinates volunteer meetings and events, including volunteer/staff appreciation events.

Plans, assigns, and reviews the work of the assigned staff.

Maintains systems for tracking intern timecards and volunteer program hours and performance measures.

Maintains current intern and volunteer schedules, files, and records. Prepares reports on volunteer activities.

Coordinates the distribution of volunteer supplies and equipment to satellite sites.

Coordinates the donations and grants from private organizations and individuals.

Assists professional staff with special projects as necessary.

Performs related duties as assigned.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Principles and practices of education/tutoring programs and the operations and functions of municipal volunteer programs.

Community and government services, agencies and resources.

Principles and practices of customer service and community engagement.

Program planning, development and implementation.

Laws and regulations relating to applicable program operations.

Principles of supervision, consensus building and conflict resolution.

Basic word processing, desktop publishing and spreadsheet applications (Microsoft Office program suite).

City of Hayward
Lead Program Assistant
Page 3

JOB RELATED AND ESSENTIAL QUALIFICATIONS (continued):

Ability to:

Develop and/or assist in developing effective education/tutoring programs, policies and procedures to meet identified program goals.

Train staff to recruit, screen, select, train and evaluate volunteers.

Plan, prioritize, assign, and review the work of others performing a variety of duties.

Develop and maintain positive effective working relationships with community groups, organizations, co-workers, City departments, and the public.

Communicate effectively with a wide range of clients and agencies

Work a flexible schedule; must be able to work weekends and evenings as required.

Prepare clear, concise written reports, letters, and memoranda.

EXPERIENCE AND EDUCATION

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

Experience: Two (2) years of experience equivalent to the Library Program Assistant or three (3) years progressively responsible experience in education/tutoring program coordination, customer service, project management or similar field.

Education: Equivalent to a Bachelor's Degree in Humanities, Social Sciences, Counseling, Education or a closely related field.

Licenses and Certificates: Possess and maintain a valid California Class C 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, including digital photography and power point and make presentations to various groups; 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; interact with the public and all different levels of City staff in an effective and professional manner;

City of Hayward
Lead Program Assistant
Page 4

SPECIAL REQUIREMENTS (continued):

travel to designated assignments. Essential functions must be performed with or without reasonable accommodation.

PROBATIONARY PERIOD: One (1) Year

Job Code TBD

March 2017

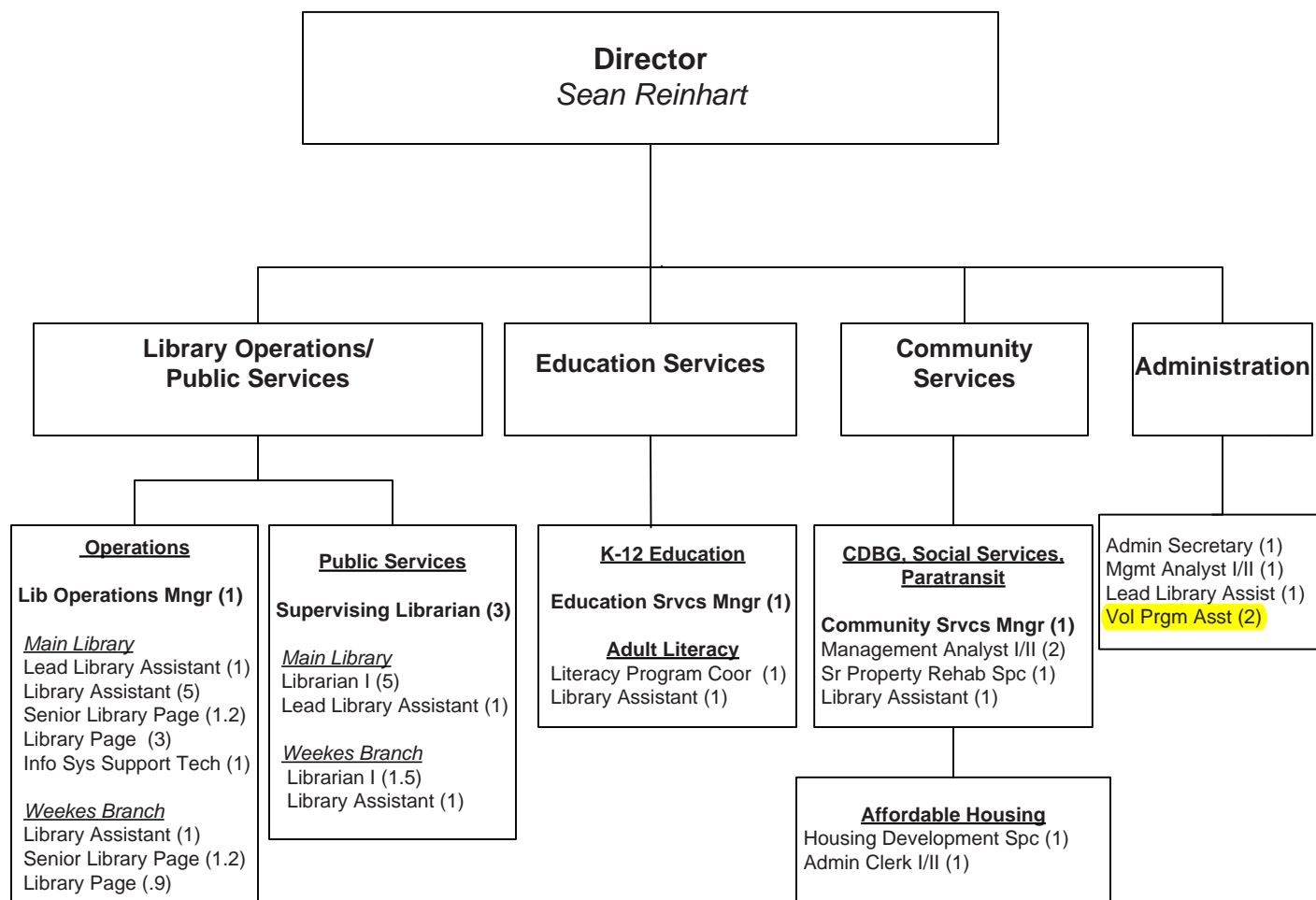
AAP GROUP: 16

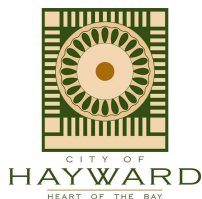
FPPC STATUS: Non-Designated

FLSA STATUS: Non-Exempt

FY 2017 STAFFING 42.8 FTE

Library & Community Services Department





CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov

File #: ACT 17-014

DATE: March 16, 2017

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT

Revised City Classification and Salary Plan for Fiscal Year 2017 - Updated March 16, 2017

RECOMMENDATION

That the Personnel Commission, after a public hearing:

1. Reviews and adopts a revised classification plan (Attachment II) for each position in the City's classified service for Fiscal Year 2017; and
2. Recommends to the City Council for adoption a revised salary plan (Attachment III) for each position in the City's classified service for Fiscal Year 2017.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Revised City Classification Plan for Fiscal Year 2017
Attachment III	Revised City Salary Plan for Fiscal Year 2017



DATE: March 16, 2017

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT: Revised City Classification and Salary Plan for Fiscal Year 2017 – Updated March 16, 2017

RECOMMENDATION

That the Personnel Commission, after a public hearing:

1. Reviews and adopts a revised classification plan (Attachment II) for each position in the City's classified service for Fiscal Year 2017; and
2. Recommends to the City Council for adoption a revised salary plan (Attachment III) for each position in the City's classified service for Fiscal Year 2017.

BACKGROUND/DISCUSSION

As required by the Municipal Code, the Salary Plan for FY 2017 has been reformatted to reflect more than hourly rates and updated to reflect all the classifications in the City's classified service, including the salary range adjustment of six (6) current classifications within the SEIU Local 1021 Maintenance and Operations Unit, the salary increase of the Mail Clerk classification, the title change of Volunteer Program Assistant, the title change of Graphics/Planning Technician, and equity adjustment of the Geographic Information Systems Coordinator and Water Pollution Control Facility Manager. The following changes were made:

1. SEIU Local 1021 Maintenance Salary Range Adjustments – Per Section 9.02 of the Memorandum of Understanding between the City of Hayward and the SEIU Local 1021 Maintenance and Operations Unit, the salary ranges of six (6) job classifications are to be set at 15% above the highest base wage rate of the linked classifications. During a review of the classifications, it was determined that not all salary ranges maintained the minimum 15% difference. Six (6) total classifications are affected. Their ranges are as follows:

Position	Step A	Step B	Step C	Step D	Step E
Cross Connection Control Specialist (M815)	\$31.11	\$32.19	\$33.46	\$34.84	\$36.22
New Salary Range	\$31.11	\$32.19	\$33.46	\$34.84	\$36.25

Senior Utility Customer Service Leader (M825)	\$35.51	\$36.93	\$38.40	\$40.03	\$41.62
New Salary Range	\$35.78	\$37.02	\$38.48	\$40.07	\$41.69
Senior Utility Leader (M845)	\$37.32	\$38.82	\$40.36	\$42.11	\$43.77
New Salary Range	\$37.71	\$39.22	\$40.85	\$42.27	\$43.90
Senior Utility Leader - Sewer (M920)	\$37.32	\$39.12	\$41.08	\$43.14	\$45.29
New Salary Range	\$38.92	\$40.46	\$42.11	\$43.59	\$45.29
Groundskeeper III (M215)	\$34.21	\$35.60	\$37.03	\$38.60	\$40.11
New Salary Range	\$34.50	\$35.88	\$37.34	\$38.66	\$40.15
Senior Maintenance Leader (M315)	\$34.87	\$36.26	\$37.72	\$39.33	\$40.87
New Salary Range	\$35.21	\$36.58	\$38.10	\$39.43	\$40.95

2. The City Council has expressed its intent that all City of Hayward employees make a minimum of \$15.00 per hour. Currently, all active employees make more than the \$15.00 minimum. The Mail Clerk classification is currently staffed with a part-time retiree who receives a pension and medical benefits for his long time City service in addition to the salary for being the part-time mail clerk. The salary is being adjusted to be consistent with the \$15.00 minimum wage requirement. The salary change is as follows:

Mail Clerk	\$13.16	\$13.85	\$14.52
New Salary Range	\$15.00	\$15.75	\$16.54

3. Volunteer Program Assistant retitled to Program Assistant.
4. Graphics/Planning Technician retitled to Graphics and Media Relations Technician.
5. The Geographic Information Systems Coordinator classification has been updated to reflect salary adjustments as a result of a completed salary survey. There is a 12.8% increase in salary.
6. The Water Pollution Control Facility Manager classification has been updated to reflect salary adjustments as a result of a recruitment and retention strategy designed to make the position competitive with the current industry market. There is a 10% increase in salary.

FISCAL IMPACT

1. The recalibration of the six (6) SEIU classifications will cost approximately \$3,500 as six (6) employees are currently working at a salary step that will receive an increase. The cost for this increase will be absorbed by both the City's General and Enterprise Funds, consistent with how they are funded in the respective approved budgets.
2. The increase to the salary of the Mail Clerk results in a net fiscal increase of approximately \$5,400 annually. The cost for this increase will be absorbed by the City's General Fund.

3. There is no recommended change to salary related to the title change of Volunteer Program Assistant to Program Assistant.
4. There is no recommended change to salary related to the title change of Graphics/Planning Technician to Graphics and Media Relations Technician.
5. The increase to the salary of the Geographic Information Systems results in a net fiscal increase of approximately \$17,600 annually. The cost for this increase will be absorbed by the City's General Fund.
6. The increase to the salary of the Water Pollution Control Facility Manager results in a net fiscal increase of approximately \$22,800 annually. The cost for this increase will be absorbed by the City's Enterprise Fund.

Prepared by: Anthony Phillip, Human Resources Analyst I

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

Approved By:



Kelly McAdoo, City Manager

CLASSIFICATION PLAN
CLASSIFIED POSITIONS
(PER MUNI CODE SEC.2-4.30)
FY 2017

Classification Title	Job Code	Service Type
CITY WIDE ADMINISTRATIVE/ANALYTICAL SUPPORT		
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
CITY WIDE ENGINEERING		
SENIOR CIVIL ENGINEER	H240	Classified
CITY WIDE MAINTENANCE		
ELECTRICIAN II	M410	Classified
ELECTRICIAN I	M405	Classified
MAINTENANCE WORKER	M305	Classified
LABORER	M905	Classified
CITY ATTORNEY DEPARTMENT		
ASSISTANT CITY ATTORNEY	U210	Classified
DEPUTY CITY ATTORNEY II	U205	Classified
DEPUTY CITY ATTORNEY I	U200	Classified
PARALEGAL	U195	Classified
LEGAL SECRETARY II	C935	Classified
LEGAL SECRETARY I	C930	Classified
CITY CLERK DEPARTMENT		
DEPUTY CITY CLERK	H500	Classified
CITY MANAGER DEPARTMENT		
OFFICE OF THE CITY MANAGER		
COMMUNITY AND MEDIA RELATIONS OFFICER	U310	Classified
GRAPHICS AND MEDIA RELATIONS TECHNICIAN	T300	Classified

CLASSIFICATION PLAN
CLASSIFIED POSITIONS
(PER MUNI CODE SEC.2-4.30)
FY 2017

Classification Title	Job Code	Service Type
DIGITAL APPLICATIONS DEVELOPER	T470	Classified
MANAGEMENT FELLOW	U300	Classified
<i>ECONOMIC DEVELOPMENT</i>		
ECONOMIC DEVELOPMENT MANAGER	H710	Classified
ECONOMIC DEVELOPMENT SPECIALIST	T745	Classified
<i>NEIGHBORHOOD PARTNERSHIP SERVICES</i>		
NEIGHBORHOOD DEVELOPMENT MANAGER	H735	Classified
NEIGHBORHOOD PARTNERSHIP MANAGER	H730	Classified
<i>HOUSING AUTHORITY</i>		
HOUSING MANAGER	H715	Classified
HOUSING DEVELOPMENT SPECIALIST	T750	Classified
HOMEOWNERSHIP COORDINATOR	T710	Classified
DEVELOPMENT SERVICES DEPARTMENT		
<i>DEVELOPMENT SERVICE ADMINISTRATION</i>		
DEPUTY DIRECTOR OF DEVELOPMENT SERVICES	U515	Classified
<i>BUILDING DIVISION</i>		
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
SUPERVISING PLAN CHECKER AND EXPEDITOR	H325	Classified
SENIOR PLAN CHECKER	T330	Classified
PLAN CHECKER	T325	Classified
SENIOR PERMIT TECHNICIAN	C205	Classified
PERMIT TECHNICIAN II	C200	Classified
PERMIT TECHNICIAN I	C210	Classified

**CLASSIFICATION PLAN
CLASSIFIED POSITIONS
(PER MUNI CODE SEC.2-4.30)
FY 2017**

Classification Title	Job Code	Service Type
PLANNING DIVISION		
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
CODE ENFORCEMENT		
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
FINANCE DEPARTMENT		
ADMINISTRATION DIVISION		
DEPUTY DIRECTOR OF FINANCE	U500	Classified
BUDGET OFFICER	H170	Classified
FINANCIAL ANALYST	H165	Classified
FINANCE TECHNICIAN	C320	Classified
ACCOUNTING DIVISION		
ACCOUNTING MANAGER	H150	Classified
SENIOR ACCOUNTANT	H145	Classified
ACCOUNTANT	H140	Classified
SENIOR ACCOUNT CLERK	C305	Classified
ACCOUNT CLERK	C300	Classified
REVENUE DIVISION		
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

CLASSIFICATION PLAN
CLASSIFIED POSITIONS
(PER MUNI CODE SEC.2-4.30)
FY 2017

Classification Title	Job Code	Service Type
PURCHASING DIVISION		
PURCHASING AND SERVICES MANAGER	H180	Classified
PURCHASING TECHNICIAN	C345	Classified
MAIL AND PURCHASING CLERK	C335	Classified
FIRE DEPARTMENT		
SWORN		
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
PROFESSIONAL STAFF		
HAZARDOUS MATERIALS PROGRAM COORDINATOR	H590	Classified
FIRE PROTECTION ENGINEER	T510	Classified
EMERGENCY MEDICAL SERVICES COORDINATOR	H585	Classified
ENVIRONMENTAL SPECIALIST	T505	Classified
HAZARDOUS MATERIALS INVESTIGATOR	T500	Classified
FIRE SERVICES SUPERVISOR	H580	Classified
FIRE TECHNICIAN II	C255	Classified
FIRE TECHNICIAN I	C250	Classified
HUMAN RESOURCES DEPARTMENT		
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

CLASSIFICATION PLAN
CLASSIFIED POSITIONS
(PER MUNI CODE SEC.2-4.30)
FY 2017

Classification Title	Job Code	Service Type
HUMAN RESOURCES ADMINISTRATIVE ASSISTANT	U105	Classified
LIBRARY AND COMMUNITY SERVICES DEPARTMENT		
COMMUNITY SERVICES		
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
LIBRARY SERVICES DIVISION		
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
PROGRAM ASSISTANT	C506	Classified
MAINTENANCE SERVICES DEPARTMENT		
FACILITIES MANAGEMENT		
FACILITIES AND BUILDING MANAGER	H605	Classified
FACILITIES LEADWORKER	M135	Classified
FACILITIES MAINTENANCE SUPERVISOR	H600	Classified
HVAC MECHANIC	M140	Classified
FACILITIES PAINTER II	M130	Classified
FACILITIES PAINTER I	M125	Classified

**CLASSIFICATION PLAN
CLASSIFIED POSITIONS
(PER MUNI CODE SEC.2-4.30)
FY 2017**

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
FLEET MANAGEMENT DIVISION		
FLEET MAINTENANCE MANAGER	H635	Classified
FLEET MANAGEMENT SUPERVISOR	H630	Classified
EQUIPMENT MECHANIC II	M615	Classified
EQUIPMENT MECHANIC I	M610	Classified
EQUIPMENT PARTS STOREKEEPER	M605	Classified
EQUIPMENT SERVICE ATTENDANT	M600	Classified
LANDSCAPE MAINTENANCE DIVISION		
LANDSCAPE MAINTENANCE MANAGER	H615	Classified
LANDSCAPE MAINTENANCE SUPERVISOR	H610	Classified
GROUNDSKEEPER III	M215	Classified
GROUNDSKEEPER II	M210	Classified
GROUNDSKEEPER I	M205	Classified
TREE TRIMMER	M220	Classified
STREET MAINTENANCE DIVISION		
STREETS MAINTENANCE MANAGER	H625	Classified
STREETS MAINTENANCE SUPERVISOR	H620	Classified
SENIOR MAINTENANCE LEADER	M315	Classified
MAINTENANCE LEADER	M310	Classified
SWEEPER EQUIPMENT OPERATOR	M700	Classified
POLICE DEPARTMENT		
SWORN		
POLICE CAPTAIN	P300	Classified
POLICE LIEUTENANT	P215	Classified
POLICE SERGEANT	P210	Classified
INSPECTOR	P205	Classified

CLASSIFICATION PLAN
CLASSIFIED POSITIONS
(PER MUNI CODE SEC.2-4.30)
FY 2017

Classification Title	Job Code	Service Type
POLICE OFFICER	P200	Classified
POLICE OFFICER TRAINEE	P100	Classified
PROFESSIONAL STAFF		
PERSONNEL AND TRAINING ADMINISTRATOR	H450	Classified
SENIOR CRIME AND INTELLIGENCE ANALYST	H405	Classified
CRIME AND INTELLIGENCE ANALYST	H455	Classified
POLICE PROGRAMS ANALYST	H400	Classified
SPECIAL OPERATIONS DIVISION		
CRIME PREVENTION SPECIALIST	C670	Classified
RESERVE OFFICER COORDINATOR	H460	Classified
INVESTIGATION DIVISION		
YOUTH AND FAMILY SERVICES ADMINISTRATOR	H445	Classified
COUNSELING SUPERVISOR	H440	Classified
FAMILY COUNSELOR	T550	Classified
CERTIFIED LATENT PRINT EXAMINER	T560	Classified
SUPPORT SERVICES DIVISION		
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 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

**CLASSIFICATION PLAN
CLASSIFIED POSITIONS
(PER MUNI CODE SEC.2-4.30)
FY 2017**

Classification Title	Job Code	Service Type
POLICE RECORDS CLERK II	C695	Classified
POLICE RECORDS CLERK I	C690	Classified
JAIL ADMINISTRATOR	H420	Classified
JAIL SUPERVISOR	C660	Classified
COMMUNITY SERVICE OFFICER	C650	Classified
TRANSPORTATION AND ENGINEERING DEPARTMENT		
<i>AIRPORT DIVISION SUMMARY</i>		
AIRPORT MANAGER	H205	Classified
AIRPORT OPERATIONS SUPERVISOR	H200	Classified
NOISE ABATEMENT ANALYST	T270	Classified
SENIOR AIRPORT MAINTENANCE WORKER	M510	Classified
AIRPORT MAINTENANCEWORKER	M505	Classified
AIRPORT ATTENDANT	M500	Classified
<i>ENGINEERING/TRANSPORTATION DIVISION</i>		
ASSISTANT CITY ENGINEER	H250	Classified
ASSOCIATE CIVIL ENGINEER	T215	Classified
ASSISTANT CIVIL ENGINEER	T210	Classified
REAL PROPERTY MANAGER	H225	Classified
REAL PROPERTY ASSOCIATE	T260	Classified
REAL PROPERTY ASSISTANT	T255	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

**CLASSIFICATION PLAN
CLASSIFIED POSITIONS
(PER MUNI CODE SEC.2-4.30)
FY 2017**

Classification Title	Job Code	Service Type
SENIOR CONSTRUCTION INSPECTOR	T250	Classified
CONSTRUCTION INSPECTOR	T245	Classified
UTILITIES AND ENVIRONMENTAL SERVICES DEPARTMENT		
ADMINISTRATION DIVISION		
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
SOLID WASTE MANAGEMENT		
SOLID WASTE PROGRAM MANAGER	H800	Classified
RECYCLING SPECIALIST	T800	Classified
SUSTAINABILITY TECHNICIAN	T802	Classified
WATER POLLUTION CONTROL FACILITY (WPCF)		
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
WATER POLLUTION SOURCE CONTROL		
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 UTILITIES ENGINEER	H810	Classified
WATER DISTRIBUTION		
UTILITIES OPERATIONS AND MAINTENANCE MANAGER	H835	Classified
UTILITIES OPERATIONS AND MAINTENANCE SUPERVISOR	H830	Classified

**CLASSIFICATION PLAN
CLASSIFIED POSITIONS
(PER MUNI CODE SEC.2-4.30)
FY 2017**

Classification Title	Job Code	Service Type
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
WATER METER READER	M805	Classified
BACKFLOW/CROSS CONNECTION TESTER	M800	Classified
UTILITIES MAINTENANCE SUPERVISOR	H850	Classified
UTILITIES SERVICE WORKER	M900	Classified
GENERAL MAINTENANCE		
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
TECHNOLOGY SERVICES DEPARTMENT		
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

**CLASSIFICATION PLAN
CLASSIFIED POSITIONS
(PER MUNI CODE SEC.2-4.30)
FY 2017**

Classification Title	Job Code	Service Type
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

**SALARY PLAN FOR ALL CLASSIFICATIONS
(PER MUNI CODE SEC.2-4.30)
FY 2017**

ATTACHMENT III
Recommended by
Personnel Commission
on March 16, 2017
Approved by Council
on March 21, 2017

Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E
CITY WIDE ADMINISTRATIVE/ANALYTICAL SUPPORT							

SENIOR MANAGEMENT ANALYST	H115	Classified	Hourly	48.00	50.38	52.91	55.56	58.33
			Bi-Weekly	3840.00	4030.40	4232.80	4444.80	4666.40
			Monthly	8320.00	8732.53	9171.07	9630.40	10110.53
			Annual	99840.00	104790.40	110052.80	115564.80	121326.40
MANAGEMENT ANALYST II	H110	Classified	Hourly	43.20	45.36	47.63	50.00	52.50
			Bi-Weekly	3456.00	3628.80	3810.40	4000.00	4200.00
			Monthly	7488.00	7862.40	8255.87	8666.67	9100.00
			Annual	89856.00	94348.80	99070.40	104000.00	109200.00
MANAGEMENT ANALYST I	H105	Classified	Hourly	39.28	41.25	43.30	45.47	47.74
			Bi-Weekly	3142.40	3300.00	3464.00	3637.60	3819.20
			Monthly	6808.53	7150.00	7505.33	7881.47	8274.93
			Annual	81702.40	85800.00	90064.00	94577.60	99299.20

ADMINISTRATIVE SUPERVISOR	H120	Classified	Hourly	35.27	37.03	38.88	40.82	42.86
			Bi-Weekly	2821.60	2962.40	3110.40	3265.60	3428.80
			Monthly	6113.47	6418.53	6739.20	7075.47	7429.07
			Annual	73361.60	77022.40	80870.40	84905.60	89148.80
ADMINISTRATIVE SECRETARY	C120	Classified	Hourly	32.33	33.67	34.98	36.30	37.75
			Bi-Weekly	2586.40	2693.60	2798.40	2904.00	3020.00
			Monthly	5603.87	5836.13	6063.20	6292.00	6543.33
			Annual	67246.40	70033.60	72758.40	75504.00	78520.00
SENIOR SECRETARY	C115	Classified	Hourly	29.55	30.71	31.96	33.13	34.41
			Bi-Weekly	2364.00	2456.80	2556.80	2650.40	2752.80
			Monthly	5122.00	5323.07	5539.73	5742.53	5964.40
			Annual	61464.00	63876.80	66476.80	68910.40	71572.80
SECRETARY	C110	Classified	Hourly	26.00	27.19	28.56	29.89	31.31
			Bi-Weekly	2080.00	2175.20	2284.80	2391.20	2504.80
			Monthly	4506.67	4712.93	4950.40	5180.93	5427.07
			Annual	54080.00	56555.20	59404.80	62171.20	65124.80
ADMINISTRATIVE CLERK II	C105	Classified	Hourly	24.29	25.28	26.30	27.48	28.83
			Bi-Weekly	1943.20	2022.40	2104.00	2198.40	2306.40
			Monthly	4210.27	4381.87	4558.67	4763.20	4997.20
			Annual	50523.20	52582.40	54704.00	57158.40	59966.40
ADMINISTRATIVE CLERK I	C100	Classified	Hourly	21.38	22.51	23.65	24.91	26.21
			Bi-Weekly	1710.40	1800.80	1892.00	1992.80	2096.80
			Monthly	3705.87	3901.73	4099.33	4317.73	4543.07
			Annual	44470.40	46820.80	49192.00	51812.80	54516.80

ADMINISTRATIVE INTERN	Z120	Classified	Hourly				15.00	20.00
			Bi-Weekly	0.00	0.00	0.00	1200.00	1600.00
			Monthly	0.00	0.00	0.00	2600.00	3466.67
			Annual	0.00	0.00	0.00	31200.00	41600.00

MAIL CLERK	C410	Classified	Hourly			15.00	15.75	16.54
			Bi-Weekly	0.00	0.00	1200.00	1260.00	1323.20
			Monthly	0.00	0.00	2600.00	2730.00	2866.93
			Annual	0.00	0.00	31200.00	32760.00	34403.20

CITY WIDE ENGINEERING

SENIOR CIVIL ENGINEER	H240	Classified	Hourly	55.37	58.13	61.05	64.09	67.29
			Bi-Weekly	4429.60	4650.40	4884.00	5127.20	5383.20
			Monthly	9597.47	10075.87	10582.00	11108.93	11663.60
			Annual	115169.60	120910.40	126984.00	133307.20	139963.20
ASSOCIATE CIVIL ENGINEER	T215	Classified	Hourly	46.19	48.51	50.87	53.45	56.06
			Bi-Weekly	3695.20	3880.80	4069.60	4276.00	4484.80
			Monthly	8006.27	8408.40	8817.47	9264.67	9717.07
			Annual	96075.20	100900.80	105809.60	111176.00	116604.80
ASSISTANT CIVIL ENGINEER	T210	Classified	Hourly	39.79	41.84	43.98	46.11	48.41
			Bi-Weekly	3183.20	3347.20	3518.40	3688.80	3872.80
			Monthly	6896.93	7252.27	7623.20	7992.40	8391.07
			Annual	82763.20	87027.20	91478.40	95908.80	100692.80

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CITY WIDE MAINTENANCE								
ELECTRICIAN II	M410	Classified	Hourly	41.32	42.97	44.66	46.55	48.48
			Bi-Weekly	3305.60	3437.60	3572.80	3724.00	3878.40
			Monthly	7162.13	7448.13	7741.07	8068.67	8403.20
			Annual	85945.60	89377.60	92892.80	96824.00	100838.40
ELECTRICIAN I	M405	Classified	Hourly	37.58	39.12	40.68	42.38	44.10
			Bi-Weekly	3006.40	3129.60	3254.40	3390.40	3528.00
			Monthly	6513.87	6780.80	7051.20	7345.87	7644.00
			Annual	78166.40	81369.60	84614.40	88150.40	91728.00
MAINTENANCE WORKER	M305	Classified	Hourly	27.80	28.92	30.12	31.15	32.39
			Bi-Weekly	2224.00	2313.60	2409.60	2492.00	2591.20
			Monthly	4818.67	5012.80	5220.80	5399.33	5614.27
			Annual	57824.00	60153.60	62649.60	64792.00	67371.20
LABORER	M200	Classified	Hourly	24.13	25.02	26.02	27.09	28.05
	M300		Bi-Weekly	1930.40	2001.60	2081.60	2167.20	2244.00
	M830		Monthly	4182.53	4336.80	4510.13	4695.60	4862.00
	M905		Annual	50190.40	52041.60	54121.60	56347.20	58344.00
CITY ATTORNEY DEPARTMENT								
ASSISTANT CITY ATTORNEY	U210	Classified	Hourly	63.55	66.73	70.07	73.57	77.25
			Bi-Weekly	5084.00	5338.40	5605.60	5885.60	6180.00
			Monthly	11015.33	11566.53	12145.47	12752.13	13390.00
			Annual	132184.00	138798.40	145745.60	153025.60	160680.00
DEPUTY CITY ATTORNEY II	U205	Classified	Hourly	52.52	55.14	57.90	60.79	63.84
			Bi-Weekly	4201.60	4411.20	4632.00	4863.20	5107.20
			Monthly	9103.47	9557.60	10036.00	10536.93	11065.60
			Annual	109241.60	114691.20	120432.00	126443.20	132787.20
DEPUTY CITY ATTORNEY I	U200	Classified	Hourly	47.75	50.14	52.64	55.27	58.03
			Bi-Weekly	3820.00	4011.20	4211.20	4421.60	4642.40
			Monthly	8276.67	8690.93	9124.27	9580.13	10058.53
			Annual	99320.00	104291.20	109491.20	114961.60	120702.40
PARALEGAL	U195	Classified	Hourly	33.88	35.58	37.36	39.22	41.18
			Bi-Weekly	2710.40	2846.40	2988.80	3137.60	3294.40
			Monthly	5872.53	6167.20	6475.73	6798.13	7137.87
			Annual	70470.40	74006.40	77708.80	81577.60	85654.40
LEGAL SECRETARY II	C935	Classified	Hourly	30.68	32.46	34.90	35.63	37.46
			Bi-Weekly	2454.40	2596.80	2792.00	2850.40	2996.80
			Monthly	5317.87	5626.40	6049.33	6175.87	6493.07
			Annual	63814.40	67516.80	72592.00	74110.40	77916.80
LEGAL SECRETARY I	C930	Classified	Hourly	27.62	29.08	30.61	32.26	33.97
			Bi-Weekly	2209.60	2326.40	2448.80	2580.80	2717.60
			Monthly	4787.47	5040.53	5305.73	5591.73	5888.13
			Annual	57449.60	60486.40	63668.80	67100.80	70657.60
CITY CLERK DEPARTMENT								
DEPUTY CITY CLERK	H500	Classified	Hourly	34.62	36.35	38.16	40.07	42.08
			Bi-Weekly	2769.60	2908.00	3052.80	3205.60	3366.40
			Monthly	6000.80	6300.67	6614.40	6945.47	7293.87
			Annual	72009.60	75608.00	79372.80	83345.60	87526.40
CITY MANAGER DEPARTMENT								
OFFICE OF THE CITY MANAGER								
GRAPHICS AND MEDIA RELATIONS TECHNICIAN	T300	Classified	Hourly	29.68	31.12	32.77	34.41	36.08
			Bi-Weekly	2374.40	2489.60	2621.60	2752.80	2886.40
			Monthly	5144.53	5394.13	5680.13	5964.40	6253.87
			Annual	61734.40	64729.60	68161.60	71572.80	75046.40
DIGITAL APPLICATIONS DEVELOPER	T470	Classified	Hourly	40.71	42.74	44.88	47.13	49.49
			Bi-Weekly	3256.80	3419.20	3590.40	3770.40	3959.20
			Monthly	7056.40	7408.27	7779.20	8169.20	8578.27
			Annual	84676.80	88899.20	93350.40	98030.40	102939.20
MANAGEMENT FELLOW	U300	Classified	Hourly					22.95
			Bi-Weekly	0.00	0.00	0.00	0.00	1836.00
			Monthly	0.00	0.00	0.00	0.00	3978.00
			Annual	0.00	0.00	0.00	0.00	47736.00

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ECONOMIC DEVELOPMENT								
ECONOMIC DEVELOPMENT MANAGER	H710	Classified	Hourly	60.54	63.56	66.74	70.07	73.58
			Bi-Weekly	4843.20	5084.80	5339.20	5605.60	5886.40
			Monthly	10493.60	11017.07	11568.27	12145.47	12753.87
			Annual	125923.20	132204.80	138819.20	145745.60	153046.40
ECONOMIC DEVELOPMENT SPECIALIST	T745	Classified	Hourly	42.79	44.95	47.14	49.54	51.96
			Bi-Weekly	3423.20	3596.00	3771.20	3963.20	4156.80
			Monthly	7416.93	7791.33	8170.93	8586.93	9006.40
			Annual	89003.20	93496.00	98051.20	103043.20	108076.80
NEIGHBORHOOD PARTNERSHIP SERVICES								
NEIGHBORHOOD DEVELOPMENT MANAGER	H735	Classified	Hourly	59.95	62.93	66.08	69.38	72.85
			Bi-Weekly	4796.00	5034.40	5286.40	5550.40	5828.00
			Monthly	10391.33	10907.87	11453.87	12025.87	12627.33
			Annual	124696.00	130894.40	137446.40	144310.40	151528.00
NEIGHBORHOOD PARTNERSHIP MANAGER	H730	Classified	Hourly	53.91	56.61	59.44	62.41	65.53
			Bi-Weekly	4312.80	4528.80	4755.20	4992.80	5242.40
			Monthly	9344.40	9812.40	10302.93	10817.73	11358.53
			Annual	112132.80	117748.80	123635.20	129812.80	136302.40
HOUSING AUTHORITY								
HOUSING MANAGER	H715	Classified	Hourly	53.91	56.61	59.44	62.41	65.53
			Bi-Weekly	4312.80	4528.80	4755.20	4992.80	5242.40
			Monthly	9344.40	9812.40	10302.93	10817.73	11358.53
			Annual	112132.80	117748.80	123635.20	129812.80	136302.40
HOUSING DEVELOPMENT SPECIALIST	T750	Classified	Hourly	42.79	44.95	47.14	49.54	51.96
			Bi-Weekly	3423.20	3596.00	3771.20	3963.20	4156.80
			Monthly	7416.93	7791.33	8170.93	8586.93	9006.40
			Annual	89003.20	93496.00	98051.20	103043.20	108076.80
HOMEOWNERSHIP COORDINATOR	T710	Classified	Hourly	37.59	39.47	41.38	43.48	45.61
			Bi-Weekly	3007.20	3157.60	3310.40	3478.40	3648.80
			Monthly	6515.60	6841.47	7172.53	7536.53	7905.73
			Annual	78187.20	82097.60	86070.40	90438.40	94868.80
DEVELOPMENT SERVICES DEPARTMENT								
DEVELOPMENT SERVICE ADMINISTRATION								
DEPUTY DIRECTOR OF DEVELOPMENT SERVICES	U515	Classified	Hourly	70.61	74.16	77.86	81.75	85.84
			Bi-Weekly	5648.80	5932.80	6228.80	6540.00	6867.20
			Monthly	12239.07	12854.40	13495.73	14170.00	14878.93
			Annual	146868.80	154252.80	161948.80	170040.00	178547.20
BUILDING DIVISION								
CITY BUILDING OFFICIAL	H335	Classified	Hourly	62.34	65.46	68.73	72.17	75.78
			Bi-Weekly	4987.20	5236.80	5498.40	5773.60	6062.40
			Monthly	10805.60	11346.40	11913.20	12509.47	13135.20
			Annual	129667.20	136156.80	142958.40	150113.60	157622.40
SUPERVISING BUILDING INSPECTOR	H330	Classified	Hourly	50.89	53.44	56.11	58.92	61.86
			Bi-Weekly	4071.20	4275.20	4488.80	4713.60	4948.80
			Monthly	8820.93	9262.93	9725.73	10212.80	10722.40
			Annual	105851.20	111155.20	116708.80	122553.60	128668.80

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SENIOR BUILDING INSPECTOR/STRUCTURAL	T365	Classified	Hourly	42.27	44.53	46.77	48.98	51.42
			Bi-Weekly	3381.60	3562.40	3741.60	3918.40	4113.60
			Monthly	7326.80	7718.53	8106.80	8489.87	8912.80
			Annual	87921.60	92622.40	97281.60	101878.40	106953.60
SENIOR BUILDING INSPECTOR/PLUMBING-MECHANICAL	T360	Classified	Hourly	42.27	44.53	46.77	48.98	51.42
			Bi-Weekly	3381.60	3562.40	3741.60	3918.40	4113.60
			Monthly	7326.80	7718.53	8106.80	8489.87	8912.80
			Annual	87921.60	92622.40	97281.60	101878.40	106953.60
SENIOR BUILDING INSPECTOR/ELECTRICAL	T355	Classified	Hourly	42.27	44.53	46.77	48.98	51.42
			Bi-Weekly	3381.60	3562.40	3741.60	3918.40	4113.60
			Monthly	7326.80	7718.53	8106.80	8489.87	8912.80
			Annual	87921.60	92622.40	97281.60	101878.40	106953.60
BUILDING INSPECTOR	T350	Classified	Hourly	36.50	38.21	40.16	42.20	44.97
			Bi-Weekly	2920.00	3056.80	3212.80	3376.00	3597.60
			Monthly	6326.67	6623.07	6961.07	7314.67	7794.80
			Annual	75920.00	79476.80	83532.80	87776.00	93537.60
PLAN CHECKING ENGINEER	T335	Classified	Hourly	49.42	51.81	54.43	57.26	60.18
			Bi-Weekly	3953.60	4144.80	4354.40	4580.80	4814.40
			Monthly	8566.13	8980.40	9434.53	9925.07	10431.20
			Annual	102793.60	107764.80	113214.40	119100.80	125174.40
SUPERVISING PLAN CHECKER AND EXPEDITOR	H325	Classified	Hourly	54.72	57.45	60.34	63.35	66.52
			Bi-Weekly	4377.60	4596.00	4827.20	5068.00	5321.60
			Monthly	9484.80	9958.00	10458.93	10980.67	11530.13
			Annual	113817.60	119496.00	125507.20	131768.00	138361.60
SENIOR PLAN CHECKER	T330	Classified	Hourly	42.27	44.53	46.77	48.98	51.42
			Bi-Weekly	3381.60	3562.40	3741.60	3918.40	4113.60
			Monthly	7326.80	7718.53	8106.80	8489.87	8912.80
			Annual	87921.60	92622.40	97281.60	101878.40	106953.60
PLAN CHECKER	T325	Classified	Hourly	38.44	40.47	42.52	44.55	46.76
			Bi-Weekly	3075.20	3237.60	3401.60	3564.00	3740.80
			Monthly	6662.93	7014.80	7370.13	7722.00	8105.07
			Annual	79955.20	84177.60	88441.60	92664.00	97260.80
SENIOR PERMIT TECHNICIAN	C205	Classified	Hourly	33.67	35.06	36.42	38.01	39.94
			Bi-Weekly	2693.60	2804.80	2913.60	3040.80	3195.20
			Monthly	5836.13	6077.07	6312.80	6588.40	6922.93
			Annual	70033.60	72924.80	75753.60	79060.80	83075.20
PERMIT TECHNICIAN II	C200	Classified	Hourly	30.36	31.57	32.84	34.26	36.00
			Bi-Weekly	2428.80	2525.60	2627.20	2740.80	2880.00
			Monthly	5262.40	5472.13	5692.27	5938.40	6240.00
			Annual	63148.80	65665.60	68307.20	71260.80	74880.00
PERMIT TECHNICIAN I	C199	Classified	Hourly	27.60	28.70	29.86	31.14	32.73
			Bi-Weekly	2208.00	2296.00	2388.80	2491.20	2618.40
			Monthly	4784.00	4974.67	5175.73	5397.60	5673.20
			Annual	57408.00	59696.00	62108.80	64771.20	68078.40
PLANNING DIVISION								
PLANNING MANAGER	H320	Classified	Hourly	62.55	65.66	68.94	72.39	76.02
			Bi-Weekly	5004.00	5252.80	5515.20	5791.20	6081.60
			Monthly	10842.00	11381.07	11949.60	12547.60	13176.80
			Annual	130104.00	136572.80	143395.20	150571.20	158121.60
PRINCIPAL PLANNER	H315	Classified	Hourly	53.91	56.61	59.44	62.41	65.53
			Bi-Weekly	4312.80	4528.80	4755.20	4992.80	5242.40
			Monthly	9344.40	9812.40	10302.93	10817.73	11358.53
			Annual	112132.80	117748.80	123635.20	129812.80	136302.40
SENIOR PLANNER	H310	Classified	Hourly	48.30	50.71	53.25	55.91	58.71
			Bi-Weekly	3864.00	4056.80	4260.00	4472.80	4696.80
			Monthly	8372.00	8789.73	9230.00	9691.07	10176.40
			Annual	100464.00	105476.80	110760.00	116292.80	122116.80
ASSOCIATE PLANNER	T315	Classified	Hourly	42.92	45.02	47.26	49.69	52.07
			Bi-Weekly	3433.60	3601.60	3780.80	3975.20	4165.60
			Monthly	7439.47	7803.47	8191.73	8612.93	9025.47
			Annual	89273.60	93641.60	98300.80	103355.20	108305.60

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ASSISTANT PLANNER	T310	Classified	Hourly	35.22	36.94	38.93	40.83	42.92
			Bi-Weekly	2817.60	2955.20	3114.40	3266.40	3433.60
			Monthly	6104.80	6402.93	6747.87	7077.20	7439.47
			Annual	73257.60	76835.20	80974.40	84926.40	89273.60
JUNIOR PLANNER	T305	Classified	Hourly	31.22	32.87	34.42	36.14	37.90
			Bi-Weekly	2497.60	2629.60	2753.60	2891.20	3032.00
			Monthly	5411.47	5697.47	5966.13	6264.27	6569.33
			Annual	64937.60	68369.60	71593.60	75171.20	78832.00
DEVELOPMENT REVIEW SPECIALIST	T320	Classified	Hourly	37.53	39.35	41.48	43.52	45.74
			Bi-Weekly	3002.40	3148.00	3318.40	3481.60	3659.20
			Monthly	6505.20	6820.67	7189.87	7543.47	7928.27
			Annual	78062.40	81848.00	86278.40	90521.60	95139.20
LANDSCAPE ARCHITECT	H300	Classified	Hourly	55.27	58.03	60.93	63.98	67.19
			Bi-Weekly	4421.60	4642.40	4874.40	5118.40	5375.20
			Monthly	9580.13	10058.53	10561.20	11089.87	11646.27
			Annual	114961.60	120702.40	126734.40	133078.40	139755.20
CODE ENFORCEMENT DIVISION								
CODE ENFORCEMENT MANAGER	H703	Classified	Hourly	49.26	51.73	54.31	57.03	59.87
			Bi-Weekly	3940.80	4138.40	4344.80	4562.40	4789.60
			Monthly	8538.40	8966.53	9413.73	9885.20	10377.47
			Annual	102460.80	107598.40	112964.80	118622.40	124529.60
CODE ENFORCEMENT SUPERVISOR	H700	Classified	Hourly	42.83	44.97	47.23	49.58	52.07
			Bi-Weekly	3426.40	3597.60	3778.40	3966.40	4165.60
			Monthly	7423.87	7794.80	8186.53	8593.87	9025.47
			Annual	89086.40	93537.60	98238.40	103126.40	108305.60
SENIOR CODE ENFORCEMENT INSPECTOR	T610	Classified	Hourly	38.76	40.70	42.73	44.87	47.11
			Bi-Weekly	3100.80	3256.00	3418.40	3589.60	3768.80
			Monthly	6718.40	7054.67	7406.53	7777.47	8165.73
			Annual	80620.80	84656.00	88878.40	93329.60	97988.80
CODE ENFORCEMENT INSPECTOR II	T605	Classified	Hourly	35.23	36.99	38.84	40.78	42.82
			Bi-Weekly	2818.40	2959.20	3107.20	3262.40	3425.60
			Monthly	6106.53	6411.60	6732.27	7068.53	7422.13
			Annual	73278.40	76939.20	80787.20	84822.40	89065.60
CODE ENFORCEMENT INSPECTOR I	T600	Classified	Hourly	32.02	33.63	35.30	37.06	38.93
			Bi-Weekly	2561.60	2690.40	2824.00	2964.80	3114.40
			Monthly	5550.13	5829.20	6118.67	6423.73	6747.87
			Annual	66601.60	69950.40	73424.00	77084.80	80974.40
FINANCE DEPARTMENT								
ADMINISTRATION DIVISION								
DEPUTY DIRECTOR OF FINANCE	U500	Classified	Hourly	63.73	66.91	70.27	73.78	77.46
			Bi-Weekly	5098.40	5352.80	5621.60	5902.40	6196.80
			Monthly	11046.53	11597.73	12180.13	12788.53	13426.40
			Annual	132558.40	139172.80	146161.60	153462.40	161116.80
BUDGET OFFICER	H170	Classified	Hourly	50.70	53.25	55.90	58.70	61.62
			Bi-Weekly	4056.00	4260.00	4472.00	4696.00	4929.60
			Monthly	8788.00	9230.00	9689.33	10174.67	10680.80
			Annual	105456.00	110760.00	116272.00	122096.00	128169.60
FINANCIAL ANALYST	H165	Classified	Hourly	44.20	46.40	48.72	51.15	53.71
			Bi-Weekly	3536.00	3712.00	3897.60	4092.00	4296.80
			Monthly	7661.33	8042.67	8444.80	8866.00	9309.73
			Annual	91936.00	96512.00	101337.60	106392.00	111716.80
FINANCE TECHNICIAN	C320	Classified	Hourly	32.95	34.59	36.33	38.14	40.06
			Bi-Weekly	2636.00	2767.20	2906.40	3051.20	3204.80
			Monthly	5711.33	5995.60	6297.20	6610.93	6943.73
			Annual	68536.00	71947.20	75566.40	79331.20	83324.80

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ACCOUNTING DIVISION							
ACCOUNTING MANAGER	H150	Classified	Hourly	57.94	60.83	63.87	70.42
			Bi-Weekly	4635.20	4866.40	5109.60	5365.60
			Monthly	10042.93	10543.87	11070.80	11625.47
			Annual	120515.20	126526.40	132849.60	139505.60
SENIOR ACCOUNTANT	H145	Classified	Hourly	44.21	46.41	48.72	53.71
			Bi-Weekly	3536.80	3712.80	3897.60	4092.80
			Monthly	7663.07	8044.40	8444.80	8867.73
			Annual	91956.80	96532.80	101337.60	111716.80
ACCOUNTANT	H140	Classified	Hourly	39.22	41.18	43.23	47.67
			Bi-Weekly	3137.60	3294.40	3458.40	3632.00
			Monthly	6798.13	7137.87	7493.20	7869.33
			Annual	81577.60	85654.40	89918.40	94432.00
SENIOR ACCOUNT CLERK	C305	Classified	Hourly	27.88	29.23	30.50	33.47
			Bi-Weekly	2230.40	2338.40	2440.00	2558.40
			Monthly	4832.53	5066.53	5286.67	5543.20
			Annual	57990.40	60798.40	63440.00	66518.40
ACCOUNT CLERK	C300	Classified	Hourly	25.41	26.53	27.79	30.52
			Bi-Weekly	2032.80	2122.40	2223.20	2325.60
			Monthly	4404.40	4598.53	4816.93	5038.80
			Annual	52852.80	55182.40	57803.20	60465.60
REVENUE DIVISION							
REVENUE MANAGER	H160	Classified	Hourly	56.94	59.78	62.76	69.20
			Bi-Weekly	4555.20	4782.40	5020.80	5272.00
			Monthly	9869.60	10361.87	10878.40	11422.67
			Annual	118435.20	124342.40	130540.80	137072.00
FINANCE SUPERVISOR	H155	Classified	Hourly	43.71	45.90	48.18	53.12
			Bi-Weekly	3496.80	3672.00	3854.40	4047.20
			Monthly	7576.40	7956.00	8351.20	8768.93
			Annual	90916.80	95472.00	100214.40	105227.20
SUPERVISING CUSTOMER ACCOUNT CLERK	C332	Classified	Hourly	30.29	31.80	33.38	36.81
			Bi-Weekly	2423.20	2544.00	2670.40	2804.80
			Monthly	5250.27	5512.00	5785.87	6077.07
			Annual	63003.20	66144.00	69430.40	72924.80
SENIOR CUSTOMER ACCOUNT CLERK	C330	Classified	Hourly	27.88	29.23	30.50	33.47
			Bi-Weekly	2230.40	2338.40	2440.00	2558.40
			Monthly	4832.53	5066.53	5286.67	5543.20
			Annual	57990.40	60798.40	63440.00	66518.40
CUSTOMER ACCOUNT CLERK	C325	Classified	Hourly	25.41	26.53	27.79	30.52
			Bi-Weekly	2032.80	2122.40	2223.20	2325.60
			Monthly	4404.40	4598.53	4816.93	5038.80
			Annual	52852.80	55182.40	57803.20	60465.60
MAIL AND REVENUE CLERK	C322	Classified	Hourly	21.38	22.51	23.65	26.21
			Bi-Weekly	1710.40	1800.80	1892.00	1992.80
			Monthly	3705.87	3901.73	4099.33	4317.73
			Annual	44470.40	46820.80	49192.00	51812.80
PURCHASING DIVISION							
PURCHASING AND SERVICES MANAGER	H180	Classified	Hourly	50.69	53.22	55.88	61.59
			Bi-Weekly	4055.20	4257.60	4470.40	4693.60
			Monthly	8786.27	9224.80	9685.87	10169.47
			Annual	105435.20	110697.60	116230.40	122033.60
PURCHASING TECHNICIAN	C345	Classified	Hourly	29.97	31.48	33.03	36.41
			Bi-Weekly	2397.60	2518.40	2642.40	2772.80
			Monthly	5194.80	5456.53	5725.20	6007.73
			Annual	62337.60	65478.40	68702.40	72092.80
MAIL AND PURCHASING CLERK	C335	Classified	Hourly	23.05	24.21	25.34	27.97
			Bi-Weekly	1844.00	1936.80	2027.20	2132.80
			Monthly	3995.33	4196.40	4392.27	4621.07
			Annual	47944.00	50356.80	52707.20	55452.80

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FIRE DEPARTMENT							
SWORN							
DEPUTY FIRE CHIEF (40 HR)	F600	Classified	Hourly	75.82	79.61	83.58	87.77
			Bi-Weekly	6065.60	6368.80	6686.40	7021.60
			Monthly	13142.13	13799.07	14487.20	15213.47
			Annual	157705.60	165588.80	173846.40	182561.60
FIRE MARSHAL (40 HR)	F400	Classified	Hourly	68.93	72.38	75.99	79.79
			Bi-Weekly	5514.40	5790.40	6079.20	6383.20
			Monthly	11947.87	12545.87	13171.60	13830.27
			Annual	143374.40	150550.40	158059.20	165963.20
FIRE TRAINING OFFICER (40 HR)	F420	Classified	Hourly	68.93	72.38	75.99	79.79
			Bi-Weekly	5514.40	5790.40	6079.20	6383.20
			Monthly	11947.87	12545.87	13171.60	13830.27
			Annual	143374.40	150550.40	158059.20	165963.20
BATTALION CHIEF (56 HR)	F410	Classified	Hourly	44.76	47.00	49.35	51.82
			Bi-Weekly	5013.12	5264.00	5527.20	5803.84
			Monthly	10861.76	11405.33	11975.60	12574.99
			Annual	130341.12	136864.00	143707.20	150899.84
BATTALION CHIEF (40 HR)	F415	Classified	Hourly	62.65	65.79	69.07	72.53
			Bi-Weekly	5012.00	5263.20	5525.60	5802.40
			Monthly	10859.33	11403.60	11972.13	12571.87
			Annual	130312.00	136843.20	143665.60	150862.40
STAFF FIRE CAPTAIN (40 HR)	F240	Classified	Hourly			60.34	63.35
			Bi-Weekly	0.00	0.00	4827.20	5068.00
			Monthly	0.00	0.00	10458.93	10980.67
			Annual	0.00	0.00	125507.20	131768.00
FIRE CAPTAIN (56 HR)	F245	Classified	Hourly			39.17	41.13
			Bi-Weekly	0.00	0.00	4387.04	4606.56
			Monthly	0.00	0.00	9505.25	9980.88
			Annual	0.00	0.00	114063.04	119770.56
FIRE CAPTAIN (40 HR)	F250	Classified	Hourly			54.85	57.59
			Bi-Weekly	0.00	0.00	4388.00	4607.20
			Monthly	0.00	0.00	9507.33	9982.27
			Annual	0.00	0.00	114088.00	119787.20
FIRE PREVENTION INSPECTOR (56 HR)	F225	Classified	Hourly	33.19	34.84	36.58	38.41
			Bi-Weekly	3717.28	3902.08	4096.96	4301.92
			Monthly	8054.11	8454.51	8876.75	9320.83
			Annual	96649.28	101454.08	106520.96	111849.92
FIRE PREVENTION INSPECTOR (40 HR)	F220	Classified	Hourly	46.43	48.76	51.20	53.76
			Bi-Weekly	3714.40	3900.80	4096.00	4300.80
			Monthly	8047.87	8451.73	8874.67	9318.40
			Annual	96574.40	101420.80	106496.00	111820.80
APPARATUS OPERATOR (56 HR)	F210	Classified	Hourly	31.43	32.99	34.65	36.38
			Bi-Weekly	3520.16	3694.88	3880.80	4074.56
			Monthly	7627.01	8005.57	8408.40	8828.21
			Annual	91524.16	96066.88	100900.80	105938.56
APPARATUS OPERATOR (40 HR)	F215	Classified	Hourly	43.95	46.15	48.46	50.88
			Bi-Weekly	3516.00	3692.00	3876.80	4070.40
			Monthly	7618.00	7999.33	8399.73	8819.20
			Annual	91416.00	95992.00	100796.80	105830.40
FIREFIGHTER (56 HR)	F200	Classified	Hourly	29.61	31.10	32.65	34.29
			Bi-Weekly	3316.32	3483.20	3656.80	3840.48
			Monthly	7185.36	7546.93	7923.07	8321.04
			Annual	86224.32	90563.20	95076.80	99852.48
FIREFIGHTER (40 HR)	F205	Classified	Hourly	41.47	43.54	45.71	48.00
			Bi-Weekly	3317.60	3483.20	3656.80	3840.00
			Monthly	7188.13	7546.93	7923.07	8320.00
			Annual	86257.60	90563.20	95076.80	99840.00
FIREFIGHTER TRAINEE (40 HR)	F100	Classified	Hourly	37.71	39.58		
			Bi-Weekly	3016.80	3166.40	0.00	0.00
			Monthly	6536.40	6860.53	0.00	0.00
			Annual	78436.80	82326.40	0.00	0.00

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PROFESSIONAL STAFF								
HAZARDOUS MATERIALS PROGRAM COORDINATOR	H590	Classified	Hourly	53.18	55.84	58.63	61.57	64.64
			Bi-Weekly	4254.40	4467.20	4690.40	4925.60	5171.20
			Monthly	9217.87	9678.93	10162.53	10672.13	11204.27
			Annual	110614.40	116147.20	121950.40	128065.60	134451.20
FIRE PROTECTION ENGINEER	T510	Classified	Hourly	49.42	51.81	54.43	57.26	60.18
			Bi-Weekly	3953.60	4144.80	4354.40	4580.80	4814.40
			Monthly	8566.13	8980.40	9434.53	9925.07	10431.20
			Annual	102793.60	107764.80	113214.40	119100.80	125174.40
EMERGENCY MEDICAL SERVICES COORDINATOR	H585	Classified	Hourly	48.37	50.80	53.33	55.99	58.80
			Bi-Weekly	3869.60	4064.00	4266.40	4479.20	4704.00
			Monthly	8384.13	8805.33	9243.87	9704.93	10192.00
			Annual	100609.60	105664.00	110926.40	116459.20	122304.00
ENVIRONMENTAL SPECIALIST	T505	Classified	Hourly	43.72	45.90	48.20	50.60	53.14
			Bi-Weekly	3497.60	3672.00	3856.00	4048.00	4251.20
			Monthly	7578.13	7956.00	8354.67	8770.67	9210.93
			Annual	90937.60	95472.00	100256.00	105248.00	110531.20
HAZARDOUS MATERIALS INVESTIGATOR	T500	Classified	Hourly	41.65	43.73	45.91	48.22	50.60
			Bi-Weekly	3332.00	3498.40	3672.80	3857.60	4048.00
			Monthly	7219.33	7579.87	7957.73	8358.13	8770.67
			Annual	86632.00	90958.40	95492.80	100297.60	105248.00
FIRE SERVICES SUPERVISOR	H580	Classified	Hourly	45.67	47.96	50.35	52.86	55.51
			Bi-Weekly	3653.60	3836.80	4028.00	4228.80	4440.80
			Monthly	7916.13	8313.07	8727.33	9162.40	9621.73
			Annual	94993.60	99756.80	104728.00	109948.80	115460.80
FIRE TECHNICIAN II	C255	Classified	Hourly	29.62	31.10	32.65	34.29	36.00
			Bi-Weekly	2369.60	2488.00	2612.00	2743.20	2880.00
			Monthly	5134.13	5390.67	5659.33	5943.60	6240.00
			Annual	61609.60	64688.00	67912.00	71323.20	74880.00
FIRE TECHNICIAN I	C250	Classified	Hourly	26.91	28.26	29.67	31.16	32.72
			Bi-Weekly	2152.80	2260.80	2373.60	2492.80	2617.60
			Monthly	4664.40	4898.40	5142.80	5401.07	5671.47
			Annual	55972.80	58780.80	61713.60	64812.80	68057.60
HUMAN RESOURCES DEPARTMENT								
DEPUTY DIRECTOR OF HUMAN RESOURCES	U520	Classified	Hourly	63.73	66.91	70.27	73.78	77.46
			Bi-Weekly	5098.40	5352.80	5621.60	5902.40	6196.80
			Monthly	11046.53	11597.73	12180.13	12788.53	13426.40
			Annual	132558.40	139172.80	146161.60	153462.40	161116.80
HUMAN RESOURCES MANAGER	U135	Classified	Hourly	48.60	51.03	53.58	56.26	59.07
			Bi-Weekly	3888.00	4082.40	4286.40	4500.80	4725.60
			Monthly	8424.00	8845.20	9287.20	9751.73	10238.80
			Annual	101088.00	106142.40	111446.40	117020.80	122865.60
SENIOR HUMAN RESOURCES ANALYST	U120	Classified	Hourly	45.51	47.77	50.17	52.68	55.31
			Bi-Weekly	3640.80	3821.60	4013.60	4214.40	4424.80
			Monthly	7888.40	8280.13	8696.13	9131.20	9587.07
			Annual	94660.80	99361.60	104353.60	109574.40	115044.80
HUMAN RESOURCES ANALYST II	U115	Classified	Hourly	41.38	43.44	45.61	47.88	50.28
			Bi-Weekly	3310.40	3475.20	3648.80	3830.40	4022.40
			Monthly	7172.53	7529.60	7905.73	8299.20	8715.20
			Annual	86070.40	90355.20	94868.80	99590.40	104582.40
HUMAN RESOURCES ANALYST I	U110	Classified	Hourly	37.61	39.49	41.47	43.55	45.72
			Bi-Weekly	3008.80	3159.20	3317.60	3484.00	3657.60
			Monthly	6519.07	6844.93	7188.13	7548.67	7924.80
			Annual	78228.80	82139.20	86257.60	90584.00	95097.60
HUMAN RESOURCES TECHNICIAN	U100	Classified	Hourly	29.16	30.62	32.15	33.74	35.43
			Bi-Weekly	2332.80	2449.60	2572.00	2699.20	2834.40
			Monthly	5054.40	5307.47	5572.67	5848.27	6141.20
			Annual	60652.80	63689.60	66872.00	70179.20	73694.40
HUMAN RESOURCES ADMINISTRATIVE ASSISTANT	U105	Classified	Hourly	32.76	34.39	36.11	37.91	39.82
			Bi-Weekly	2620.80	2751.20	2888.80	3032.80	3185.60
			Monthly	5678.40	5960.93	6259.07	6571.07	6902.13
			Annual	68140.80	71531.20	75108.80	78852.80	82825.60

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LIBRARY AND COMMUNITY SERVICES DEPARTMENT								
COMMUNITY SERVICES								
COMMUNITY SERVICES MANAGER	H745	Classified	Hourly	58.96	61.90	65.00	71.67	
			Bi-Weekly	4716.80	4952.00	5200.00	5460.80	5733.60
			Monthly	10219.73	10729.33	11266.67	11831.73	12422.80
			Annual	122636.80	128752.00	135200.00	141980.80	149073.60
COMMUNITY PROGRAMS SPECIALIST	T705	Classified	Hourly	39.43	41.48	43.59	45.74	47.97
			Bi-Weekly	3154.40	3318.40	3487.20	3659.20	3837.60
			Monthly	6834.53	7189.87	7555.60	7928.27	8314.80
			Annual	82014.40	86278.40	90667.20	95139.20	99777.60
SENIOR PROPERTY REHABILITATION SPECIALIST	T730	Classified	Hourly	43.37	45.62	47.94	50.30	52.76
			Bi-Weekly	3469.60	3649.60	3835.20	4024.00	4220.80
			Monthly	7517.47	7907.47	8309.60	8718.67	9145.07
			Annual	90209.60	94889.60	99715.20	104624.00	109740.80
PROPERTY REHABILITATION SPECIALIST	T725	Classified	Hourly	39.43	41.48	43.59	45.74	47.97
			Bi-Weekly	3154.40	3318.40	3487.20	3659.20	3837.60
			Monthly	6834.53	7189.87	7555.60	7928.27	8314.80
			Annual	82014.40	86278.40	90667.20	95139.20	99777.60
PARATRANSIT COORDINATOR	T715	Classified	Hourly	37.59	39.47	41.38	43.48	45.61
			Bi-Weekly	3007.20	3157.60	3310.40	3478.40	3648.80
			Monthly	6515.60	6841.47	7172.53	7536.53	7905.73
			Annual	78187.20	82097.60	86070.40	90438.40	94868.80
EDUCATION SERVICES MANAGER	H760	Classified	Hourly	40.73	42.76	44.90	47.13	49.49
			Bi-Weekly	3258.40	3420.80	3592.00	3770.40	3959.20
			Monthly	7059.87	7411.73	7782.67	8169.20	8578.27
			Annual	84718.40	88940.80	93392.00	98030.40	102939.20
EDUCATIONAL SERVICES COORDINATOR	T780	Classified	Hourly	29.30	30.77	32.32	33.93	35.63
			Bi-Weekly	2344.00	2461.60	2585.60	2714.40	2850.40
			Monthly	5078.67	5333.47	5602.13	5881.20	6175.87
			Annual	60944.00	64001.60	67225.60	70574.40	74110.40
LIBRARY SERVICES DIVISION								
LIBRARY OPERATIONS MANAGER	H755	Classified	Hourly	40.73	42.76	44.90	47.13	49.49
			Bi-Weekly	3258.40	3420.80	3592.00	3770.40	3959.20
			Monthly	7059.87	7411.73	7782.67	8169.20	8578.27
			Annual	84718.40	88940.80	93392.00	98030.40	102939.20
SUPERVISING LIBRARIAN I	H750	Classified	Hourly	40.73	42.76	44.90	47.13	49.49
			Bi-Weekly	3258.40	3420.80	3592.00	3770.40	3959.20
			Monthly	7059.87	7411.73	7782.67	8169.20	8578.27
			Annual	84718.40	88940.80	93392.00	98030.40	102939.20
LIBRARIAN II	T795	Classified	Hourly	33.06	34.72	36.40	38.24	40.05
			Bi-Weekly	2644.80	2777.60	2912.00	3059.20	3204.00
			Monthly	5730.40	6018.13	6309.33	6628.27	6942.00
			Annual	68764.80	72217.60	75712.00	79539.20	83304.00
LIBRARIAN I	T790	Classified	Hourly	29.98	31.49	33.06	34.63	36.41
			Bi-Weekly	2398.40	2519.20	2644.80	2770.40	2912.80
			Monthly	5196.53	5458.27	5730.40	6002.53	6311.07
			Annual	62358.40	65499.20	68764.80	72030.40	75732.80

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LEAD LIBRARY ASSISTANT	C520	Classified	Hourly	27.24	28.62	29.98	31.46	33.10
			Bi-Weekly	2179.20	2289.60	2398.40	2516.80	2648.00
			Monthly	4721.60	4960.80	5196.53	5453.07	5737.33
			Annual	56659.20	59529.60	62358.40	65436.80	68848.00
SENIOR LIBRARY ASSISTANT	C515	Classified	Hourly	25.15	26.26	27.47	28.69	30.06
			Bi-Weekly	2012.00	2100.80	2197.60	2295.20	2404.80
			Monthly	4359.33	4551.73	4761.47	4972.93	5210.40
			Annual	52312.00	54620.80	57137.60	59675.20	62524.80
LIBRARY ASSISTANT	C510	Classified	Hourly	22.79	23.85	24.92	26.07	27.30
			Bi-Weekly	1823.20	1908.00	1993.60	2085.60	2184.00
			Monthly	3950.27	4134.00	4319.47	4518.80	4732.00
			Annual	47403.20	49608.00	51833.60	54225.60	56784.00
SENIOR LIBRARY PAGE (.6 FTE)	C505	Classified	Hourly					17.38
			Bi-Weekly	0.00	0.00	0.00	0.00	834.24
			Monthly	0.00	0.00	0.00	0.00	1807.52
			Annual	0.00	0.00	0.00	0.00	21690.24
LIBRARY PAGE (.3 FTE)	C500	Classified	Hourly					15.87
			Bi-Weekly	0.00	0.00	0.00	0.00	380.88
			Monthly	0.00	0.00	0.00	0.00	825.24
			Annual	0.00	0.00	0.00	0.00	9902.88
LITERACY PROGRAM COORDINATOR	T785	Classified	Hourly	29.34	30.82	32.35	33.89	35.63
			Bi-Weekly	2347.20	2465.60	2588.00	2711.20	2850.40
			Monthly	5085.60	5342.13	5607.33	5874.27	6175.87
			Annual	61027.20	64105.60	67288.00	70491.20	74110.40
PROGRAM ASSISTANT	C506	Classified	Hourly	21.56	22.65	23.78	24.97	26.22
			Bi-Weekly	1724.80	1812.00	1902.40	1997.60	2097.60
			Monthly	3737.07	3926.00	4121.87	4328.13	4544.80
			Annual	44844.80	47112.00	49462.40	51937.60	54537.60
MAINTENANCE SERVICES DEPARTMENT								
FACILITIES MANAGEMENT								
FACILITIES AND BUILDING MANAGER	H605	Classified	Hourly	53.18	55.83	58.62	61.56	64.64
			Bi-Weekly	4254.40	4466.40	4689.60	4924.80	5171.20
			Monthly	9217.87	9677.20	10160.80	10670.40	11204.27
			Annual	110614.40	116126.40	121929.60	128044.80	134451.20
FACILITIES LEADWORKER	M135	Classified	Hourly	45.72	47.53	49.38	51.42	53.62
			Bi-Weekly	3657.60	3802.40	3950.40	4113.60	4289.60
			Monthly	7924.80	8238.53	8559.20	8912.80	9294.13
			Annual	95097.60	98862.40	102710.40	106953.60	111529.60
FACILITIES MAINTENANCE SUPERVISOR	H600	Classified	Hourly	37.85	39.74	41.73	43.82	46.01
			Bi-Weekly	3028.00	3179.20	3338.40	3505.60	3680.80
			Monthly	6560.67	6888.27	7233.20	7595.47	7975.07
			Annual	78728.00	82659.20	86798.40	91145.60	95700.80
HVAC MECHANIC	M140	Classified	Hourly	41.32	42.97	44.66	46.55	48.48
			Bi-Weekly	3305.60	3437.60	3572.80	3724.00	3878.40
			Monthly	7162.13	7448.13	7741.07	8068.67	8403.20
			Annual	85945.60	89377.60	92892.80	96824.00	100838.40
FACILITIES PAINTER II	M130	Classified	Hourly	33.73	35.11	36.48	37.99	39.57
			Bi-Weekly	2698.40	2808.80	2918.40	3039.20	3165.60
			Monthly	5846.53	6085.73	6323.20	6584.93	6858.80
			Annual	70158.40	73028.80	75878.40	79019.20	82305.60
FACILITIES PAINTER I	M125	Classified	Hourly	30.69	31.93	33.22	34.61	35.98
			Bi-Weekly	2455.20	2554.40	2657.60	2768.80	2878.40
			Monthly	5319.60	5534.53	5758.13	5999.07	6236.53
			Annual	63835.20	66414.40	69097.60	71988.80	74838.40

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FACILITIES CARPENTER II	M120	Classified	Hourly	33.59	34.92	36.39	37.89	39.47
			Bi-Weekly	2687.20	2793.60	2911.20	3031.20	3157.60
			Monthly	5822.27	6052.80	6307.60	6567.60	6841.47
			Annual	69867.20	72633.60	75691.20	78811.20	82097.60
FACILITIES CARPENTER I	M115	Classified	Hourly	30.56	31.82	33.13	34.47	35.91
			Bi-Weekly	2444.80	2545.60	2650.40	2757.60	2872.80
			Monthly	5297.07	5515.47	5742.53	5974.80	6224.40
			Annual	63564.80	66185.60	68910.40	71697.60	74692.80
FACILITIES SERVICEWORKER II	M110	Classified	Hourly	24.83	25.81	26.87	27.81	28.92
			Bi-Weekly	1986.40	2064.80	2149.60	2224.80	2313.60
			Monthly	4303.87	4473.73	4657.47	4820.40	5012.80
			Annual	51646.40	53684.80	55889.60	57844.80	60153.60
FACILITIES SERVICEWORKER I	M105	Classified	Hourly	22.61	23.44	24.36	25.37	26.27
			Bi-Weekly	1808.80	1875.20	1948.80	2029.60	2101.60
			Monthly	3919.07	4062.93	4222.40	4397.47	4553.47
			Annual	47028.80	48755.20	50668.80	52769.60	54641.60
FLEET MANAGEMENT DIVISION								
FLEET MAINTENANCE MANAGER	H635	Classified	Hourly	53.18	55.83	58.62	61.56	64.64
			Bi-Weekly	4254.40	4466.40	4689.60	4924.80	5171.20
			Monthly	9217.87	9677.20	10160.80	10670.40	11204.27
			Annual	110614.40	116126.40	121929.60	128044.80	134451.20
FLEET MANAGEMENT SUPERVISOR	H630	Classified	Hourly	46.36	48.69	51.12	53.67	56.35
			Bi-Weekly	3708.80	3895.20	4089.60	4293.60	4508.00
			Monthly	8035.73	8439.60	8860.80	9302.80	9767.33
			Annual	96428.80	101275.20	106329.60	111633.60	117208.00
EQUIPMENT MECHANIC II	M615	Classified	Hourly	31.65	33.13	34.81	36.63	38.45
			Bi-Weekly	2532.00	2650.40	2784.80	2930.40	3076.00
			Monthly	5486.00	5742.53	6033.73	6349.20	6664.67
			Annual	65832.00	68910.40	72404.80	76190.40	79976.00
EQUIPMENT MECHANIC I	M610	Classified	Hourly	28.82	30.27	31.81	33.37	35.01
			Bi-Weekly	2305.60	2421.60	2544.80	2669.60	2800.80
			Monthly	4995.47	5246.80	5513.73	5784.13	6068.40
			Annual	59945.60	62961.60	66164.80	69409.60	72820.80
EQUIPMENT PARTS STOREKEEPER	M605	Classified	Hourly	26.43	27.84	29.18	30.65	32.20
			Bi-Weekly	2114.40	2227.20	2334.40	2452.00	2576.00
			Monthly	4581.20	4825.60	5057.87	5312.67	5581.33
			Annual	54974.40	57907.20	60694.40	63752.00	66976.00
EQUIPMENT SERVICE ATTENDANT	M600	Classified	Hourly	24.40	25.35	26.40	27.30	28.35
			Bi-Weekly	1952.00	2028.00	2112.00	2184.00	2268.00
			Monthly	4229.33	4394.00	4576.00	4732.00	4914.00
			Annual	50752.00	52728.00	54912.00	56784.00	58968.00
LANDSCAPE MAINTENANCE DIVISION								
LANDSCAPE MAINTENANCE MANAGER	H615	Classified	Hourly	53.18	55.83	58.62	61.56	64.64
			Bi-Weekly	4254.40	4466.40	4689.60	4924.80	5171.20
			Monthly	9217.87	9677.20	10160.80	10670.40	11204.27
			Annual	110614.40	116126.40	121929.60	128044.80	134451.20
LANDSCAPE MAINTENANCE SUPERVISOR	H610	Classified	Hourly	46.36	48.69	51.12	53.67	56.35
			Bi-Weekly	3708.80	3895.20	4089.60	4293.60	4508.00
			Monthly	8035.73	8439.60	8860.80	9302.80	9767.33
			Annual	96428.80	101275.20	106329.60	111633.60	117208.00

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GROUNDSKEEPER III	M215	Classified	Hourly	34.50	35.88	37.34	38.66	40.15
			Bi-Weekly	2760.00	2870.40	2987.20	3092.80	3212.00
			Monthly	5980.00	6219.20	6472.27	6701.07	6959.33
			Annual	71760.00	74630.40	77667.20	80412.80	83512.00
GROUNDSKEEPER II	M210	Classified	Hourly	30.00	31.20	32.47	33.62	34.91
			Bi-Weekly	2400.00	2496.00	2597.60	2689.60	2792.80
			Monthly	5200.00	5408.00	5628.13	5827.47	6051.07
			Annual	62400.00	64896.00	67537.60	69929.60	72612.80
GROUNDSKEEPER I	M205	Classified	Hourly	27.24	28.34	29.53	30.55	31.75
			Bi-Weekly	2179.20	2267.20	2362.40	2444.00	2540.00
			Monthly	4721.60	4912.27	5118.53	5295.33	5503.33
			Annual	56659.20	58947.20	61422.40	63544.00	66040.00
TREE TRIMMER	M220	Classified	Hourly	31.01	32.25	33.56	34.75	36.11
			Bi-Weekly	2480.80	2580.00	2684.80	2780.00	2888.80
			Monthly	5375.07	5590.00	5817.07	6023.33	6259.07
			Annual	64500.80	67080.00	69804.80	72280.00	75108.80
STREET MAINTENANCE DIVISION								
STREETS MAINTENANCE MANAGER	H625	Classified	Hourly	53.18	55.83	58.62	61.56	64.64
			Bi-Weekly	4254.40	4466.40	4689.60	4924.80	5171.20
			Monthly	9217.87	9677.20	10160.80	10670.40	11204.27
			Annual	110614.40	116126.40	121929.60	128044.80	134451.20
STREETS MAINTENANCE SUPERVISOR	H620	Classified	Hourly	46.36	48.69	51.12	53.67	56.35
			Bi-Weekly	3708.80	3895.20	4089.60	4293.60	4508.00
			Monthly	8035.73	8439.60	8860.80	9302.80	9767.33
			Annual	96428.80	101275.20	106329.60	111633.60	117208.00
SENIOR MAINTENANCE LEADER	M315	Classified	Hourly	35.21	36.58	38.10	39.43	40.95
			Bi-Weekly	2816.80	2926.40	3048.00	3154.40	3276.00
			Monthly	6103.07	6340.53	6604.00	6834.53	7098.00
			Annual	73236.80	76086.40	79248.00	82014.40	85176.00
MAINTENANCE LEADER	M310	Classified	Hourly	30.62	31.81	33.13	34.29	35.61
			Bi-Weekly	2449.60	2544.80	2650.40	2743.20	2848.80
			Monthly	5307.47	5513.73	5742.53	5943.60	6172.40
			Annual	63689.60	66164.80	68910.40	71323.20	74068.80
SWEEPER EQUIPMENT OPERATOR	M700	Classified	Hourly	29.12	30.10	31.30	32.64	33.93
			Bi-Weekly	2329.60	2408.00	2504.00	2611.20	2714.40
			Monthly	5047.47	5217.33	5425.33	5657.60	5881.20
			Annual	60569.60	62608.00	65104.00	67891.20	70574.40
POLICE DEPARTMENT								
SWORN								
POLICE CAPTAIN	P300	Classified	Hourly	79.93	83.92	88.12	92.53	97.14
			Bi-Weekly	6394.40	6713.60	7049.60	7402.40	7771.20
			Monthly	13854.53	14546.13	15274.13	16038.53	16837.60
			Annual	166254.40	174553.60	183289.60	192462.40	202051.20
POLICE LIEUTENANT	P215	Classified	Hourly				70.73	74.17
			Bi-Weekly	0.00	0.00	0.00	5658.40	5933.60
			Monthly	0.00	0.00	0.00	12259.87	12856.13
			Annual	0.00	0.00	0.00	147118.40	154273.60
POLICE SERGEANT	P210	Classified	Hourly			60.61	63.53	66.78
			Bi-Weekly	0.00	0.00	4848.80	5082.40	5342.40
			Monthly	0.00	0.00	10505.73	11011.87	11575.20
			Annual	0.00	0.00	126068.80	132142.40	138902.40
INSPECTOR	P205	Classified	Hourly	50.17	52.67	55.25	57.88	60.71
			Bi-Weekly	4013.60	4213.60	4420.00	4630.40	4856.80
			Monthly	8696.13	9129.47	9576.67	10032.53	10523.07
			Annual	104353.60	109553.60	114920.00	120390.40	126276.80
POLICE OFFICER	P200	Classified	Hourly	44.51	46.64	48.90	51.27	53.70
			Bi-Weekly	3560.80	3731.20	3912.00	4101.60	4296.00
			Monthly	7715.07	8084.27	8476.00	8886.80	9308.00
			Annual	92580.80	97011.20	101712.00	106641.60	111696.00

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POLICE OFFICER TRAINEE	P100	Classified	Hourly	31.98	33.56		
			Bi-Weekly	2558.40	2684.80	0.00	0.00
			Monthly	5543.20	5817.07	0.00	0.00
			Annual	66518.40	69804.80	0.00	0.00

PROFESSIONAL STAFF

PERSONNEL AND TRAINING ADMINISTRATOR	H450	Classified	Hourly	60.43	63.45	66.63	69.96	73.46
			Bi-Weekly	4834.40	5076.00	5330.40	5596.80	5876.80
			Monthly	10474.53	10998.00	11549.20	12126.40	12733.07
			Annual	125694.40	131976.00	138590.40	145516.80	152796.80
SENIOR CRIME AND INTELLIGENCE ANALYST	H406	Classified	Hourly	48.00	50.38	52.91	55.56	58.33
			Bi-Weekly	3840.00	4030.40	4232.80	4444.80	4666.40
			Monthly	8320.00	8732.53	9171.07	9630.40	10110.53
			Annual	99840.00	104790.40	110052.80	115564.80	121326.40
CRIME AND INTELLIGENCE ANALYST	H405	Classified	Hourly	43.20	45.36	47.63	50.00	52.50
			Bi-Weekly	3456.00	3628.80	3810.40	4000.00	4200.00
			Monthly	7488.00	7862.40	8255.87	8666.67	9100.00
			Annual	89856.00	94348.80	99070.40	104000.00	109200.00
POLICE PROGRAMS ANALYST	H400	Classified	Hourly	43.20	45.36	47.63	50.00	52.50
			Bi-Weekly	3456.00	3628.80	3810.40	4000.00	4200.00
			Monthly	7488.00	7862.40	8255.87	8666.67	9100.00
			Annual	89856.00	94348.80	99070.40	104000.00	109200.00

SPECIAL OPERATIONS DIVISION

CRIME PREVENTION SPECIALIST	C670	Classified	Hourly	29.45	30.91	32.46	34.09	35.79
			Bi-Weekly	2356.00	2472.80	2596.80	2727.20	2863.20
			Monthly	5104.67	5357.73	5626.40	5908.93	6203.60
			Annual	61256.00	64292.80	67516.80	70907.20	74443.20

RESERVE OFFICER COORDINATOR	H455	Classified	Hourly	52.98	55.63	58.41	61.23	64.36
			Bi-Weekly	4238.40	4450.40	4672.80	4898.40	5148.80
			Monthly	9183.20	9642.53	10124.40	10613.20	11155.73
			Annual	110198.40	115710.40	121492.80	127358.40	133868.80

INVESTIGATION DIVISION

YOUTH AND FAMILY SERVICES ADMINISTRATOR	H445	Classified	Hourly	60.43	63.45	66.63	69.96	73.46
			Bi-Weekly	4834.40	5076.00	5330.40	5596.80	5876.80
			Monthly	10474.53	10998.00	11549.20	12126.40	12733.07
			Annual	125694.40	131976.00	138590.40	145516.80	152796.80
COUNSELING SUPERVISOR	H440	Classified	Hourly	45.67	47.96	50.35	52.86	55.51
			Bi-Weekly	3653.60	3836.80	4028.00	4228.80	4440.80
			Monthly	7916.13	8313.07	8727.33	9162.40	9621.73
			Annual	94993.60	99756.80	104728.00	109948.80	115460.80
FAMILY COUNSELOR	T550	Classified	Hourly	36.74	38.56	40.50	42.35	44.57
			Bi-Weekly	2939.20	3084.80	3240.00	3388.00	3565.60
			Monthly	6368.27	6683.73	7020.00	7340.67	7725.47
			Annual	76419.20	80204.80	84240.00	88088.00	92705.60

CERTIFIED LATENT PRINT EXAMINER	T560	Classified	Hourly	43.72	45.90	48.20	50.60	53.14
			Bi-Weekly	3497.60	3672.00	3856.00	4048.00	4251.20
			Monthly	7578.13	7956.00	8354.67	8770.67	9210.93
			Annual	90937.60	95472.00	100256.00	105248.00	110531.20

SUPPORT SERVICES DIVISION

OPERATIONS SUPPORT SERVICES MANAGER	U400	Classified	Hourly	69.79	73.28	77.69	81.58	85.64
			Bi-Weekly	5583.20	5862.40	6215.20	6526.40	6851.20
			Monthly	12096.93	12701.87	13466.27	14140.53	14844.27
			Annual	145163.20	152422.40	161595.20	169686.40	178131.20
PROPERTY/EVIDENCE ADMINISTRATOR	H415	Classified	Hourly	47.93	50.31	52.83	55.48	58.25
			Bi-Weekly	3834.40	4024.80	4226.40	4438.40	4660.00
			Monthly	8307.87	8720.40	9157.20	9616.53	10096.67
			Annual	99694.40	104644.80	109886.40	115398.40	121160.00
PROPERTY AND EVIDENCE SUPERVISOR	H410	Classified	Hourly	35.73	37.52	39.40	41.35	43.42
			Bi-Weekly	2858.40	3001.60	3152.00	3308.00	3473.60
			Monthly	6193.20	6503.47	6829.33	7167.33	7526.13
			Annual	74318.40	78041.60	81952.00	86008.00	90313.60
POLICE ID SPECIALIST	T555	Classified	Hourly	32.39	34.01	35.71	37.52	39.29
			Bi-Weekly	2591.20	2720.80	2856.80	3001.60	3143.20
			Monthly	5614.27	5895.07	6189.73	6503.47	6810.27
			Annual	67371.20	70740.80	74276.80	78041.60	81723.20
CRIME SCENE TECHNICIAN	C685	Classified	Hourly	29.25	30.57	31.98	33.42	35.01
			Bi-Weekly	2340.00	2445.60	2558.40	2673.60	2800.80
			Monthly	5070.00	5298.80	5543.20	5792.80	6068.40
			Annual	60840.00	63585.60	66518.40	69513.60	72820.80

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PROPERTY TECHNICIAN	C665	Classified	Hourly	28.12	29.34	30.75	32.15	33.68
			Bi-Weekly	2249.60	2347.20	2460.00	2572.00	2694.40
			Monthly	4874.13	5085.60	5330.00	5572.67	5837.87
			Annual	58489.60	61027.20	63960.00	66872.00	70054.40
ANIMAL SERVICES ADMINISTRATOR	H430	Classified	Hourly	47.93	50.31	52.83	55.48	58.25
			Bi-Weekly	3834.40	4024.80	4226.40	4438.40	4660.00
			Monthly	8307.87	8720.40	9157.20	9616.53	10096.67
			Annual	99694.40	104644.80	109886.40	115398.40	121160.00
SHELTER OPERATIONS SUPERVISOR	C621	Classified	Hourly	30.94	32.32	33.83	35.37	37.06
			Bi-Weekly	2475.20	2585.60	2706.40	2829.60	2964.80
			Monthly	5362.93	5602.13	5863.87	6130.80	6423.73
			Annual	64355.20	67225.60	70366.40	73569.60	77084.80
ANIMAL CONTROL OFFICER	C610	Classified	Hourly	26.60	27.97	29.25	30.63	32.06
			Bi-Weekly	2128.00	2237.60	2340.00	2450.40	2564.80
			Monthly	4610.67	4848.13	5070.00	5309.20	5557.07
			Annual	55328.00	58177.60	60840.00	63710.40	66684.80
ANIMAL CARE ATTENDANT	C600	Classified	Hourly	22.14	23.08	24.00	25.05	26.29
			Bi-Weekly	1771.20	1846.40	1920.00	2004.00	2103.20
			Monthly	3837.60	4000.53	4160.00	4342.00	4556.93
			Annual	46051.20	48006.40	49920.00	52104.00	54683.20
SHELTER VOLUNTEER COORDINATOR	C607	Classified	Hourly	22.14	23.08	24.00	25.05	26.29
			Bi-Weekly	1771.20	1846.40	1920.00	2004.00	2103.20
			Monthly	3837.60	4000.53	4160.00	4342.00	4556.93
			Annual	46051.20	48006.40	49920.00	52104.00	54683.20
COMMUNICATIONS ADMINISTRATOR	H435	Classified	Hourly	47.93	50.31	52.83	55.48	58.25
			Bi-Weekly	3834.40	4024.80	4226.40	4438.40	4660.00
			Monthly	8307.87	8720.40	9157.20	9616.53	10096.67
			Annual	99694.40	104644.80	109886.40	115398.40	121160.00
COMMUNICATIONS SUPERVISOR	C645	Classified	Hourly	38.03	39.94	41.94	44.02	46.25
			Bi-Weekly	3042.40	3195.20	3355.20	3521.60	3700.00
			Monthly	6591.87	6922.93	7269.60	7630.13	8016.67
			Annual	79102.40	83075.20	87235.20	91561.60	96200.00
COMMUNICATIONS OPERATOR	C635	Classified	Hourly	32.99	34.68	36.38	38.23	40.15
			Bi-Weekly	2639.20	2774.40	2910.40	3058.40	3212.00
			Monthly	5718.27	6011.20	6305.87	6626.53	6959.33
			Annual	68619.20	72134.40	75670.40	79518.40	83512.00
CALL TAKER	C633	Classified	Hourly	27.45	28.81	30.26	31.79	33.37
			Bi-Weekly	2196.00	2304.80	2420.80	2543.20	2669.60
			Monthly	4758.00	4993.73	5245.07	5510.27	5784.13
			Annual	57096.00	59924.80	62940.80	66123.20	69409.60
RECORDS ADMINISTRATOR	H425	Classified	Hourly	47.93	50.31	52.83	55.48	58.25
			Bi-Weekly	3834.40	4024.80	4226.40	4438.40	4660.00
			Monthly	8307.87	8720.40	9157.20	9616.53	10096.67
			Annual	99694.40	104644.80	109886.40	115398.40	121160.00
RECORDS SUPERVISOR	C705	Classified	Hourly	34.00	35.69	37.47	39.35	41.32
			Bi-Weekly	2720.00	2855.20	2997.60	3148.00	3305.60
			Monthly	5893.33	6186.27	6494.80	6820.67	7162.13
			Annual	70720.00	74235.20	77937.60	81848.00	85945.60

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POLICE RECORDS CLERK II	C695	Classified	Hourly	26.43	27.49	28.59	29.85	31.31
			Bi-Weekly	2114.40	2199.20	2287.20	2388.00	2504.80
			Monthly	4581.20	4764.93	4955.60	5174.00	5427.07
			Annual	54974.40	57179.20	59467.20	62088.00	65124.80
POLICE RECORDS CLERK I	C690	Classified	Hourly	23.24	24.44	25.74	27.02	28.47
			Bi-Weekly	1859.20	1955.20	2059.20	2161.60	2277.60
			Monthly	4028.27	4236.27	4461.60	4683.47	4934.80
			Annual	48339.20	50835.20	53539.20	56201.60	59217.60

JAIL ADMINISTRATOR	H420	Classified	Hourly	47.93	50.31	52.83	55.48	58.25
			Bi-Weekly	3834.40	4024.80	4226.40	4438.40	4660.00
			Monthly	8307.87	8720.40	9157.20	9616.53	10096.67
			Annual	99694.40	104644.80	109886.40	115398.40	121160.00
JAIL SUPERVISOR	C660	Classified	Hourly	33.29	34.69	36.36	38.06	39.88
			Bi-Weekly	2663.20	2775.20	2908.80	3044.80	3190.40
			Monthly	5770.27	6012.93	6302.40	6597.07	6912.53
			Annual	69243.20	72155.20	75628.80	79164.80	82950.40
COMMUNITY SERVICE OFFICER	C650	Classified	Hourly	29.08	30.34	31.80	33.26	34.84
			Bi-Weekly	2326.40	2427.20	2544.00	2660.80	2787.20
			Monthly	5040.53	5258.93	5512.00	5765.07	6038.93
			Annual	60486.40	63107.20	66144.00	69180.80	72467.20

TRANSPORTATION AND ENGINEERING DEPARTMENT

AIRPORT DIVISION SUMMARY								
AIRPORT MANAGER	H205	Classified	Hourly	59.95	62.93	66.08	69.38	72.85
			Bi-Weekly	4796.00	5034.40	5286.40	5550.40	5828.00
			Monthly	10391.33	10907.87	11453.87	12025.87	12627.33
			Annual	124696.00	130894.40	137446.40	144310.40	151528.00
AIRPORT OPERATIONS SUPERVISOR	H200	Classified	Hourly	49.97	52.46	55.09	57.84	60.73
			Bi-Weekly	3997.60	4196.80	4407.20	4627.20	4858.40
			Monthly	8661.47	9093.07	9548.93	10025.60	10526.53
			Annual	103937.60	109116.80	114587.20	120307.20	126318.40
AIRPORT OPERATIONS SPECIALIST	T270	Classified	Hourly	29.34	30.82	32.35	33.89	35.63
			Bi-Weekly	2347.20	2465.60	2588.00	2711.20	2850.40
			Monthly	5085.60	5342.13	5607.33	5874.27	6175.87
			Annual	61027.20	64105.60	67288.00	70491.20	74110.40

SENIOR AIRPORT MAINTENANCE WORKER	M510	Classified	Hourly	32.04	33.22	34.54	35.96	37.40
			Bi-Weekly	2563.20	2657.60	2763.20	2876.80	2992.00
			Monthly	5553.60	5758.13	5986.93	6233.07	6482.67
			Annual	66643.20	69097.60	71843.20	74796.80	77792.00
AIRPORT MAINTENANCEWORKER	M505	Classified	Hourly	29.11	30.18	31.35	32.67	34.01
			Bi-Weekly	2328.80	2414.40	2508.00	2613.60	2720.80
			Monthly	5045.73	5231.20	5434.00	5662.80	5895.07
			Annual	60548.80	62774.40	65208.00	67953.60	70740.80
AIRPORT ATTENDANT	M500	Classified	Hourly	21.79	22.76	23.59	24.62	25.84
			Bi-Weekly	1743.20	1820.80	1887.20	1969.60	2067.20
			Monthly	3776.93	3945.07	4088.93	4267.47	4478.93
			Annual	45323.20	47340.80	49067.20	51209.60	53747.20

ENGINEERING/TRANSPORTATION DIVISION								
ASSISTANT CITY ENGINEER	H250	Classified	Hourly	60.90	63.95	67.15	70.49	74.02
			Bi-Weekly	4872.00	5116.00	5372.00	5639.20	5921.60
			Monthly	10556.00	11084.67	11639.33	12218.27	12830.13
			Annual	126672.00	133016.00	139672.00	146619.20	153961.60

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REAL PROPERTY MANAGER	H225	Classified	Hourly	43.98	46.19	48.49	50.92	53.47
			Bi-Weekly	3518.40	3695.20	3879.20	4073.60	4277.60
			Monthly	7623.20	8006.27	8404.93	8826.13	9268.13
			Annual	91478.40	96075.20	100859.20	105913.60	111217.60
REAL PROPERTY ASSOCIATE	T260	Classified	Hourly	38.85	40.88	42.94	45.02	47.24
			Bi-Weekly	3108.00	3270.40	3435.20	3601.60	3779.20
			Monthly	6734.00	7085.87	7442.93	7803.47	8188.27
			Annual	80808.00	85030.40	89315.20	93641.60	98259.20
REAL PROPERTY ASSISTANT	T255	Classified	Hourly	33.11	34.76	36.43	38.24	40.17
			Bi-Weekly	2648.80	2780.80	2914.40	3059.20	3213.60
			Monthly	5739.07	6025.07	6314.53	6628.27	6962.80
			Annual	68868.80	72300.80	75774.40	79539.20	83553.60
ENGINEERING TECHNICIAN	T200	Classified	Hourly	31.58	33.10	34.78	36.52	38.26
			Bi-Weekly	2526.40	2648.00	2782.40	2921.60	3060.80
			Monthly	5473.87	5737.33	6028.53	6330.13	6631.73
			Annual	65686.40	68848.00	72342.40	75961.60	79580.80
SURVEY ENGINEER	H230	Classified	Hourly	51.24	53.80	56.50	59.32	62.28
			Bi-Weekly	4099.20	4304.00	4520.00	4745.60	4982.40
			Monthly	8881.60	9325.33	9793.33	10282.13	10795.20
			Annual	106579.20	111904.00	117520.00	123385.60	129542.40
SURVEYOR	T265	Classified	Hourly	37.57	39.42	41.39	43.43	45.62
			Bi-Weekly	3005.60	3153.60	3311.20	3474.40	3649.60
			Monthly	6512.13	6832.80	7174.27	7527.87	7907.47
			Annual	78145.60	81993.60	86091.20	90334.40	94889.60
TRANSPORTATION MANAGER	H220	Classified	Hourly	64.07	67.28	70.65	74.18	77.88
			Bi-Weekly	5125.60	5382.40	5652.00	5934.40	6230.40
			Monthly	11105.47	11661.87	12246.00	12857.87	13499.20
			Annual	133265.60	139942.40	146952.00	154294.40	161990.40
SENIOR TRANSPORTATION ENGINEER	H215	Classified	Hourly	55.58	58.36	61.27	64.33	67.55
			Bi-Weekly	4446.40	4668.80	4901.60	5146.40	5404.00
			Monthly	9633.87	10115.73	10620.13	11150.53	11708.67
			Annual	115606.40	121388.80	127441.60	133806.40	140504.00
ASSOCIATE TRANSPORTATION ENGINEER	T240	Classified	Hourly	46.19	48.51	50.87	53.45	56.06
			Bi-Weekly	3695.20	3880.80	4069.60	4276.00	4484.80
			Monthly	8006.27	8408.40	8817.47	9264.67	9717.07
			Annual	96075.20	100900.80	105809.60	111176.00	116604.80
ASSISTANT TRANSPORTATION ENGINEER	T235	Classified	Hourly	39.79	41.84	43.98	46.11	48.41
			Bi-Weekly	3183.20	3347.20	3518.40	3688.80	3872.80
			Monthly	6896.93	7252.27	7623.20	7992.40	8391.07
			Annual	82763.20	87027.20	91478.40	95908.80	100692.80
TRAFFIC SIGNAL TECHNICIAN	T220	Classified	Hourly	31.58	33.10	34.78	36.52	38.26
			Bi-Weekly	2526.40	2648.00	2782.40	2921.60	3060.80
			Monthly	5473.87	5737.33	6028.53	6330.13	6631.73
			Annual	65686.40	68848.00	72342.40	75961.60	79580.80
SUPERVISING CONSTRUCTION INSPECTOR	H235	Classified	Hourly	50.89	53.44	56.11	58.92	61.86
			Bi-Weekly	4071.20	4275.20	4488.80	4713.60	4948.80
			Monthly	8820.93	9262.93	9725.73	10212.80	10722.40
			Annual	105851.20	111155.20	116708.80	122553.60	128668.80
SENIOR CONSTRUCTION INSPECTOR	T250	Classified	Hourly	42.27	44.53	46.77	48.98	51.42
			Bi-Weekly	3381.60	3562.40	3741.60	3918.40	4113.60
			Monthly	7326.80	7718.53	8106.80	8489.87	8912.80
			Annual	87921.60	92622.40	97281.60	101878.40	106953.60
CONSTRUCTION INSPECTOR	T245	Classified	Hourly	35.42	37.24	38.98	40.95	43.03
			Bi-Weekly	2833.60	2979.20	3118.40	3276.00	3442.40
			Monthly	6139.47	6454.93	6756.53	7098.00	7458.53
			Annual	73673.60	77459.20	81078.40	85176.00	89502.40

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UTILITIES AND ENVIRONMENTAL SERVICES DEPARTMENT								
ADMINISTRATION								
DEPUTY DIRECTOR OF PUBLIC WORKS	U510	Classified	Hourly	68.03	71.44	75.01	78.77	82.71
			Bi-Weekly	5442.40	5715.20	6000.80	6301.60	6616.80
			Monthly	11791.87	12382.93	13001.73	13653.47	14336.40
			Annual	141502.40	148595.20	156020.80	163841.60	172036.80
WATER RESOURCES MANAGER	H875	Classified	Hourly	68.03	71.44	75.01	78.77	82.71
			Bi-Weekly	5442.40	5715.20	6000.80	6301.60	6616.80
			Monthly	11791.87	12382.93	13001.73	13653.47	14336.40
			Annual	141502.40	148595.20	156020.80	163841.60	172036.80
UTILITIES ENGINEERING MANAGER	H880	Classified	Hourly	64.07	67.28	70.65	74.18	77.88
			Bi-Weekly	5125.60	5382.40	5652.00	5934.40	6230.40
			Monthly	11105.47	11661.87	12246.00	12857.87	13499.20
			Annual	133265.60	139942.40	146952.00	154294.40	161990.40
SENIOR UTILITY SERVICE REPRESENTATIVE	M820	Classified	Hourly	33.99	35.67	37.37	39.29	41.21
			Bi-Weekly	2719.20	2853.60	2989.60	3143.20	3296.80
			Monthly	5891.60	6182.80	6477.47	6810.27	7143.07
			Annual	70699.20	74193.60	77729.60	81723.20	85716.80
STOREKEEPER - EXPEDITER	M100	Classified	Hourly	27.60	28.74	29.82	30.96	32.14
			Bi-Weekly	2208.00	2299.20	2385.60	2476.80	2571.20
			Monthly	4784.00	4981.60	5168.80	5366.40	5570.93
			Annual	57408.00	59779.20	62025.60	64396.80	66851.20
RECYCLING-SOLID WASTE								
SOLID WASTE PROGRAM MANAGER	H800	Classified	Hourly	48.00	50.38	52.91	55.56	58.33
			Bi-Weekly	3840.00	4030.40	4232.80	4444.80	4666.40
			Monthly	8320.00	8732.53	9171.07	9630.40	10110.53
			Annual	99840.00	104790.40	110052.80	115564.80	121326.40
RECYCLING SPECIALIST	T800	Classified	Hourly	33.40	35.06	36.77	38.64	40.56
			Bi-Weekly	2672.00	2804.80	2941.60	3091.20	3244.80
			Monthly	5789.33	6077.07	6373.47	6697.60	7030.40
			Annual	69472.00	72924.80	76481.60	80371.20	84364.80
SUSTAINABILITY TECHNICIAN	T802	Classified	Hourly	32.63	34.25	35.96	37.75	39.65
			Bi-Weekly	2610.40	2740.00	2876.80	3020.00	3172.00
			Monthly	5655.87	5936.67	6233.07	6543.33	6872.67
			Annual	67870.40	71240.00	74796.80	78520.00	82472.00
WATER POLLUTION CONTROL FACILITY (WPCF)								
WATER POLLUTION CONTROL FACILITY MANAGER	H870	Classified	Hourly	68.03	71.44	75.01	78.77	82.71
			Bi-Weekly	5442.40	5715.20	6000.80	6301.60	6616.80
			Monthly	11791.87	12382.93	13001.73	13653.47	14336.40
			Annual	141502.40	148595.20	156020.80	163841.60	172036.80
WPCF OPERATIONS AND MAINTENANCE MANAGER	H865	Classified	Hourly	55.49	58.26	61.18	64.25	67.46
			Bi-Weekly	4439.20	4660.80	4894.40	5140.00	5396.80
			Monthly	9618.27	10098.40	10604.53	11136.67	11693.07
			Annual	115419.20	121180.80	127254.40	133640.00	140316.80
WPCF MAINTENANCE SUPERVISOR	H860	Classified	Hourly	50.19	52.69	55.32	58.10	61.01
			Bi-Weekly	4015.20	4215.20	4425.60	4648.00	4880.80
			Monthly	8699.60	9132.93	9588.80	10070.67	10575.07
			Annual	104395.20	109595.20	115065.60	120848.00	126900.80
WPCF OPERATIONS SUPERVISOR	H855	Classified	Hourly	50.19	52.69	55.32	58.10	61.01
			Bi-Weekly	4015.20	4215.20	4425.60	4648.00	4880.80
			Monthly	8699.60	9132.93	9588.80	10070.67	10575.07
			Annual	104395.20	109595.20	115065.60	120848.00	126900.80
WPCF LEAD OPERATOR	M935	Classified	Hourly	37.77	39.28	40.82	42.44	44.15
			Bi-Weekly	3021.60	3142.40	3265.60	3395.20	3532.00
			Monthly	6546.80	6808.53	7075.47	7356.27	7652.67
			Annual	78561.60	81702.40	84905.60	88275.20	91832.00
WPCF OPERATOR	M930	Classified	Hourly	33.96	35.31	36.73	38.15	39.71
			Bi-Weekly	2716.80	2824.80	2938.40	3052.00	3176.80
			Monthly	5886.40	6120.40	6366.53	6612.67	6883.07
			Annual	70636.80	73444.80	76398.40	79352.00	82596.80
OPERATOR-IN-TRAINING	M925	Classified	Hourly	31.09	32.32	33.67	34.81	36.17
			Bi-Weekly	2487.20	2585.60	2693.60	2784.80	2893.60
			Monthly	5388.93	5602.13	5836.13	6033.73	6269.47
			Annual	64667.20	67225.60	70033.60	72404.80	75233.60

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LAB SUPERVISOR	H850	Classified	Hourly	50.19	52.69	55.32	58.10	61.01
			Bi-Weekly	4015.20	4215.20	4425.60	4648.00	4880.80
			Monthly	8699.60	9132.93	9588.80	10070.67	10575.07
			Annual	104395.20	109595.20	115065.60	120848.00	126900.80
CHEMIST	T807	Classified	Hourly	39.44	41.42	43.49	45.66	47.94
			Bi-Weekly	3155.20	3313.60	3479.20	3652.80	3835.20
			Monthly	6836.27	7179.47	7538.27	7914.40	8309.60
			Annual	82035.20	86153.60	90459.20	94972.80	99715.20
LABORATORY TECHNICIAN	T805	Classified	Hourly	34.30	35.59	36.96	38.48	39.91
			Bi-Weekly	2744.00	2847.20	2956.80	3078.40	3192.80
			Monthly	5945.33	6168.93	6406.40	6669.87	6917.73
			Annual	71344.00	74027.20	76876.80	80038.40	83012.80

WATER POLLUTION SOURCE CONTROL								
ENVIRONMENTAL SERVICES MANAGER	H805	Classified	Hourly	57.71	60.59	63.63	66.81	70.15
			Bi-Weekly	4616.80	4847.20	5090.40	5344.80	5612.00
			Monthly	10003.07	10502.27	11029.20	11580.40	12159.33
			Annual	120036.80	126027.20	132350.40	138964.80	145912.00
WATER POLLUTION CONTROL ADMINISTRATOR	H845	Classified	Hourly	50.73	53.26	55.92	58.73	61.67
			Bi-Weekly	4058.40	4260.80	4473.60	4698.40	4933.60
			Monthly	8793.20	9231.73	9692.80	10179.87	10689.47
			Annual	105518.40	110780.80	116313.60	122158.40	128273.60
SENIOR WATER POLLUTION SOURCE CONTROL INSPECTOR	T815	Classified	Hourly	39.22	41.26	43.33	45.38	47.69
			Bi-Weekly	3137.60	3300.80	3466.40	3630.40	3815.20
			Monthly	6798.13	7151.73	7510.53	7865.87	8266.27
			Annual	81577.60	85820.80	90126.40	94390.40	99195.20
WATER POLLUTION SOURCE CONTROL INSPECTOR	T810	Classified	Hourly	35.64	37.50	39.21	41.23	43.28
			Bi-Weekly	2851.20	3000.00	3136.80	3298.40	3462.40
			Monthly	6177.60	6500.00	6796.40	7146.53	7501.87
			Annual	74131.20	78000.00	81556.80	85758.40	90022.40
TECHNICAL INTERN	Z125	Classified	Hourly					15.00
			Bi-Weekly	0.00	0.00	0.00	0.00	1200.00
			Monthly	0.00	0.00	0.00	0.00	2600.00
			Annual	0.00	0.00	0.00	0.00	31200.00

SENIOR UTILITIES ENGINEER	H810	Classified	Hourly	55.37	58.13	61.05	64.09	67.29
			Bi-Weekly	4429.60	4650.40	4884.00	5127.20	5383.20
			Monthly	9597.47	10075.87	10582.00	11108.93	11663.60
			Annual	115169.60	120910.40	126984.00	133307.20	139963.20

SEWER COLLECTIONS & WATER DISTRIBUTION								
UTILITIES OPERATIONS AND MAINTENANCE MANAGER	H835	Classified	Hourly	62.63	65.75	69.03	72.49	76.11
			Bi-Weekly	5010.40	5260.00	5522.40	5799.20	6088.80
			Monthly	10855.87	11396.67	11965.20	12564.93	13192.40
			Annual	130270.40	136760.00	143582.40	150779.20	158308.80
UTILITIES OPERATIONS AND MAINTENANCE SUPERVISOR	H830	Classified	Hourly	52.18	54.78	57.53	60.41	63.43
			Bi-Weekly	4174.40	4382.40	4602.40	4832.80	5074.40
			Monthly	9044.53	9495.20	9971.87	10471.07	10994.53
			Annual	108534.40	113942.40	119662.40	125652.80	131934.40
UTILITIES FIELD SERVICES SUPERVISOR	H825	Classified	Hourly	52.18	54.78	57.53	60.41	63.43
			Bi-Weekly	4174.40	4382.40	4602.40	4832.80	5074.40
			Monthly	9044.53	9495.20	9971.87	10471.07	10994.53
			Annual	108534.40	113942.40	119662.40	125652.80	131934.40
WASTEWATER COLLECTIONS SYSTEM SUPERVISOR	H823	Classified	Hourly	50.19	52.69	55.32	58.10	61.01
			Bi-Weekly	4015.20	4215.20	4425.60	4648.00	4880.80
			Monthly	8699.60	9132.93	9588.80	10070.67	10575.07
			Annual	104395.20	109595.20	115065.60	120848.00	126900.80
WATER INSTALLATION AND MAINTENANCE SUPERVISOR	H815	Classified	Hourly	41.14	43.20	45.36	47.64	50.01
			Bi-Weekly	3291.20	3456.00	3628.80	3811.20	4000.80
			Monthly	7130.93	7488.00	7862.40	8257.60	8668.40
			Annual	85571.20	89856.00	94348.80	99091.20	104020.80

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SENIOR UTILITY CUSTOMER SERVICE LEADER	M825	Classified	Hourly	35.78	37.02	38.48	40.07	41.69
			Bi-Weekly	2862.40	2961.60	3078.40	3205.60	3335.20
			Monthly	6201.87	6416.80	6669.87	6945.47	7226.27
			Annual	74422.40	77001.60	80038.40	83345.60	86715.20
CROSS CONNECTION CONTROL SPECIALIST	M815	Classified	Hourly	31.11	32.19	33.46	34.84	36.25
			Bi-Weekly	2488.80	2575.20	2676.80	2787.20	2900.00
			Monthly	5392.40	5579.60	5799.73	6038.93	6283.33
			Annual	64708.80	66955.20	69596.80	72467.20	75400.00
WATER METER MECHANIC	M810	Classified	Hourly	30.24	31.40	32.70	34.04	35.40
			Bi-Weekly	2419.20	2512.00	2616.00	2723.20	2832.00
			Monthly	5241.60	5442.67	5668.00	5900.27	6136.00
			Annual	62899.20	65312.00	68016.00	70803.20	73632.00
WATER METER READER	M805	Classified	Hourly	27.03	28.10	29.24	30.31	31.52
			Bi-Weekly	2162.40	2248.00	2339.20	2424.80	2521.60
			Monthly	4685.20	4870.67	5068.27	5253.73	5463.47
			Annual	56222.40	58448.00	60819.20	63044.80	65561.60
BACKFLOW/CROSS CONNECTION TESTER	M800	Classified	Hourly	26.15	27.40	28.67	30.06	31.52
			Bi-Weekly	2092.00	2192.00	2293.60	2404.80	2521.60
			Monthly	4532.67	4749.33	4969.47	5210.40	5463.47
			Annual	54392.00	56992.00	59633.60	62524.80	65561.60
UTILITIES MAINTENANCE SUPERVISOR	H820	Classified	Hourly	47.31	49.67	52.15	54.77	57.50
			Bi-Weekly	3784.80	3973.60	4172.00	4381.60	4600.00
			Monthly	8200.40	8609.47	9039.33	9493.47	9966.67
			Annual	98404.80	103313.60	108472.00	113921.60	119600.00
UTILITIES SERVICE WORKER	M900	Classified	Hourly	29.82	31.00	32.28	33.40	34.71
			Bi-Weekly	2385.60	2480.00	2582.40	2672.00	2776.80
			Monthly	5168.80	5373.33	5595.20	5789.33	6016.40
			Annual	62025.60	64480.00	67142.40	69472.00	72196.80
GENERAL MAINTENANCE								
EQUIPMENT OPERATOR	M400	Classified	Hourly	30.15	31.25	32.49	33.81	35.18
			Bi-Weekly	2412.00	2500.00	2599.20	2704.80	2814.40
			Monthly	5226.00	5416.67	5631.60	5860.40	6097.87
			Annual	62712.00	65000.00	67579.20	70324.80	73174.40
SENIOR UTILITY LEADER	M845	Classified	Hourly	37.71	39.22	40.85	42.27	43.90
			Bi-Weekly	3016.80	3137.60	3268.00	3381.60	3512.00
			Monthly	6536.40	6798.13	7080.67	7326.80	7609.33
			Annual	78436.80	81577.60	84968.00	87921.60	91312.00
UTILITY LEADER	M840	Classified	Hourly	32.79	34.10	35.52	36.76	38.17
			Bi-Weekly	2623.20	2728.00	2841.60	2940.80	3053.60
			Monthly	5683.60	5910.67	6156.80	6371.73	6616.13
			Annual	68203.20	70928.00	73881.60	76460.80	79393.60
UTILITY WORKER	M835	Classified	Hourly	29.82	31.00	32.28	33.40	34.71
			Bi-Weekly	2385.60	2480.00	2582.40	2672.00	2776.80
			Monthly	5168.80	5373.33	5595.20	5789.33	6016.40
			Annual	62025.60	64480.00	67142.40	69472.00	72196.80
SENIOR UTILITY LEADER - SEWER	M920	Classified	Hourly	38.92	40.46	42.11	43.59	45.29
			Bi-Weekly	3113.60	3236.80	3368.80	3487.20	3623.20
			Monthly	6746.13	7013.07	7299.07	7555.60	7850.27
			Annual	80953.60	84156.80	87588.80	90667.20	94203.20
UTILITY LEADER - SEWER	M915	Classified	Hourly	33.84	35.18	36.62	37.90	39.38
			Bi-Weekly	2707.20	2814.40	2929.60	3032.00	3150.40
			Monthly	5865.60	6097.87	6347.47	6569.33	6825.87
			Annual	70387.20	73174.40	76169.60	78832.00	81910.40
UTILITY WORKER - SEWER	M910	Classified	Hourly	30.76	31.98	33.30	34.46	35.80
			Bi-Weekly	2460.80	2558.40	2664.00	2756.80	2864.00
			Monthly	5331.73	5543.20	5772.00	5973.07	6205.33
			Annual	63980.80	66518.40	69264.00	71676.80	74464.00
UTILITIES MAINTENANCE MECHANIC	M415	Classified	Hourly	34.90	36.25	37.68	39.20	40.78
			Bi-Weekly	2792.00	2900.00	3014.40	3136.00	3262.40
			Monthly	6049.33	6283.33	6531.20	6794.67	7068.53
			Annual	72592.00	75400.00	78374.40	81536.00	84822.40

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INFORMATION TECHNOLOGY DEPARTMENT								
INFORMATION SYSTEMS MANAGER	H565	Classified	Hourly	53.65	56.33	59.15	62.12	65.22
			Bi-Weekly	4292.00	4506.40	4732.00	4969.60	5217.60
			Monthly	9299.33	9763.87	10252.67	10767.47	11304.80
			Annual	111592.00	117166.40	123032.00	129209.60	135657.60
INFORMATION TECHNOLOGY MANAGER	H566	Classified	Hourly	53.65	56.33	59.15	62.12	65.22
			Bi-Weekly	4292.00	4506.40	4732.00	4969.60	5217.60
			Monthly	9299.33	9763.87	10252.67	10767.47	11304.80
			Annual	111592.00	117166.40	123032.00	129209.60	135657.60
DATA AND SYSTEMS COORDINATOR	H560	Classified	Hourly	48.28	50.69	53.23	55.89	58.68
			Bi-Weekly	3862.40	4055.20	4258.40	4471.20	4694.40
			Monthly	8368.53	8786.27	9226.53	9687.60	10171.20
			Annual	100422.40	105435.20	110718.40	116251.20	122054.40
NETWORK SYSTEMS SPECIALIST	H555	Classified	Hourly	43.39	45.57	47.84	50.23	52.75
			Bi-Weekly	3471.20	3645.60	3827.20	4018.40	4220.00
			Monthly	7520.93	7898.80	8292.27	8706.53	9143.33
			Annual	90251.20	94785.60	99507.20	104478.40	109720.00
GEOGRAPHIC INFO SYSTEMS COORDINATOR	T460	Classified	Hourly	46.80	49.14	51.47	54.07	57.65
			Bi-Weekly	3744.00	3931.20	4117.60	4325.60	4612.00
			Monthly	8112.00	8517.60	8921.47	9372.13	9992.67
			Annual	97344.00	102211.20	107057.60	112465.60	119912.00
PROGRAMMER ANALYST	T455	Classified	Hourly	40.73	42.72	44.95	47.16	49.49
			Bi-Weekly	3258.40	3417.60	3596.00	3772.80	3959.20
			Monthly	7059.87	7404.80	7791.33	8174.40	8578.27
			Annual	84718.40	88857.60	93496.00	98092.80	102939.20
WEB SPECIALIST	T450	Classified	Hourly	40.14	42.17	44.26	46.46	48.79
			Bi-Weekly	3211.20	3373.60	3540.80	3716.80	3903.20
			Monthly	6957.60	7309.47	7671.73	8053.07	8456.93
			Annual	83491.20	87713.60	92060.80	96636.80	101483.20
INFORMATION TECHNOLOGY ANALYST II	T435	Classified	Hourly	40.71	42.74	44.88	47.13	49.49
			Bi-Weekly	3256.80	3419.20	3590.40	3770.40	3959.20
			Monthly	7056.40	7408.27	7779.20	8169.20	8578.27
			Annual	84676.80	88899.20	93350.40	98030.40	102939.20
INFORMATION TECHNOLOGY ANALYST I	T430	Classified	Hourly	37.01	38.86	40.81	42.85	44.99
			Bi-Weekly	2960.80	3108.80	3264.80	3428.00	3599.20
			Monthly	6415.07	6735.73	7073.73	7427.33	7798.27
			Annual	76980.80	80828.80	84884.80	89128.00	93579.20
TECHNOLOGY SOLUTIONS ANALYST II	T445	Classified	Hourly	40.71	42.74	44.88	47.13	49.49
			Bi-Weekly	3256.80	3419.20	3590.40	3770.40	3959.20
			Monthly	7056.40	7408.27	7779.20	8169.20	8578.27
			Annual	84676.80	88899.20	93350.40	98030.40	102939.20
TECHNOLOGY SOLUTIONS ANALYST I	T440	Classified	Hourly	37.01	38.86	40.81	42.85	44.99
			Bi-Weekly	2960.80	3108.80	3264.80	3428.00	3599.20
			Monthly	6415.07	6735.73	7073.73	7427.33	7798.27
			Annual	76980.80	80828.80	84884.80	89128.00	93579.20
GEOGRAPHIC INFO SYSTEM TECHNICIAN II	T465	Classified	Hourly	36.97	38.82	40.75	42.78	44.96
			Bi-Weekly	2957.60	3105.60	3260.00	3422.40	3596.80
			Monthly	6408.13	6728.80	7063.33	7415.20	7793.07
			Annual	76897.60	80745.60	84760.00	88982.40	93516.80
GEOGRAPHIC INFO SYSTEM TECHNICIAN I	T464	Classified	Hourly	33.63	35.30	37.06	38.93	40.87
			Bi-Weekly	2690.40	2824.00	2964.80	3114.40	3269.60
			Monthly	5829.20	6118.67	6423.73	6747.87	7084.13
			Annual	69950.40	73424.00	77084.80	80974.40	85009.60

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INFORMATION TECHNOLOGY TECHNICIAN II	T425	Classified	Hourly	36.97	38.82	40.75	42.78	44.96
			Bi-Weekly	2957.60	3105.60	3260.00	3422.40	3596.80
			Monthly	6408.13	6728.80	7063.33	7415.20	7793.07
			Annual	76897.60	80745.60	84760.00	88982.40	93516.80
INFORMATION TECHNOLOGY TECHNICIAN I	T424	Classified	Hourly	33.63	35.30	37.06	38.93	40.87
			Bi-Weekly	2690.40	2824.00	2964.80	3114.40	3269.60
			Monthly	5829.20	6118.67	6423.73	6747.87	7084.13
			Annual	69950.40	73424.00	77084.80	80974.40	85009.60
INFORMATION SYSTEMS SUPPORT TECHNICIAN	T415	Classified	Hourly	30.28	31.79	33.42	35.08	36.77
			Bi-Weekly	2422.40	2543.20	2673.60	2806.40	2941.60
			Monthly	5248.53	5510.27	5792.80	6080.53	6373.47
			Annual	62982.40	66123.20	69513.60	72966.40	76481.60
DATA SYSTEMS OPERATOR	C450	Classified	Hourly	26.37	27.57	28.94	30.31	31.73
			Bi-Weekly	2109.60	2205.60	2315.20	2424.80	2538.40
			Monthly	4570.80	4778.80	5016.27	5253.73	5499.87
			Annual	54849.60	57345.60	60195.20	63044.80	65998.40
AUDIO VIDEO SPECIALIST	T410	Classified	Hourly	28.85	30.26	31.81	33.39	34.98
			Bi-Weekly	2308.00	2420.80	2544.80	2671.20	2798.40
			Monthly	5000.67	5245.07	5513.73	5787.60	6063.20
			Annual	60008.00	62940.80	66164.80	69451.20	72758.40
VIDEO ASSISTANT	T400	Classified	Hourly					15.84
			Bi-Weekly	0.00	0.00	0.00	0.00	1267.20
			Monthly	0.00	0.00	0.00	0.00	2745.60
			Annual	0.00	0.00	0.00	0.00	32947.20