

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, July 12, 2018

5:30 PM

City Hall, Conference Room 4A

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.

MINUTES

1. [MIN 18-093](#) Approval of Minutes for Special Meeting on June 21, 2018

Attachments: [Attachment I Minutes](#)

REPORTS

City Council Liaison (Information)

Director of Human Resources (Information)

ACTION ITEMS

2. [ACT 18-030](#) Revised Job Description for Fire Captain

Attachments: [Attachment I Staff Report](#)
[Attachment II Fire Captain Job Description](#)
[Attachment III Fire Department Org Chart](#)

3. [ACT 18-031](#) New Job Description for Senior Fire Technician

Attachments: [Attachment I Staff Report](#)
[Attachment II Senior Fire Technician Job Description](#)

4. [ACT 18-032](#) Revised Job Description for Legal Secretary I/II

Attachments: [Attachment I Staff Report](#)
[Attachment II Legal Secretary I/II Job Description](#)
[Attachment III City Attorney's Office Org Chart](#)

5. [ACT 18-033](#) Revised Job Description for Permit Technician I/II
- Attachments:** [Attachment I Staff Report](#)
 [Attachment II Permit Technician I/II](#)
 [Attachment III Development Services Org Chart](#)
6. [ACT 18-034](#) Revised Job Description for Senior Permit Technician
- Attachments:** [Attachment I Staff Report](#)
 [Attachment II Senior Permit Technician Job Description](#)
7. [ACT 18-036](#) New Job Description for Senior Water Resources Engineer
- Attachments:** [Attachment I Staff Report](#)
 [Attachment II Sr Water Resources Engineer Job Description](#)
 [Attachment III Utilities and Environmental Services Org Chart](#)
8. [ACT 18-037](#) Revised City Classification and Salary Plan for Fiscal Year 2019
 - Updated July 12, 2018, Effective July 23, 2018
- Attachments:** [Attachment I Staff Report](#)
 [Attachment II FY 2019 Salary Plan](#)
 [Attachment III FY 2019 Classification Plan](#)

RECRUITMENT DIVERSITY REPORT (ORAL REPORT)

COMMITTEE MEMBER/STAFF ANNOUNCEMENTS AND REFERRALS

ADJOURNMENT

NEXT MEETING – September 20, 2018

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



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777 B Street
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File #: MIN 18-093

DATE: July 12, 2018

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT

Approval of Minutes for Special Meeting on June 21, 2018

RECOMMENDATION

That the Personnel Commission reviews and approves the meeting minutes from the special meeting held on June 21, 2018.

ATTACHMENTS

Attachment I Minutes



CITY OF HAYWARD
PERSONNEL COMMISSION
DRAFT MINUTES
Special Meeting
Thursday, June 21, 2018
Conference Room 2A

A regular meeting of the City of Hayward Personnel Commission was called to order at 5:35 p.m. on Thursday, June 21, 2018, at Hayward City Hall, Conference Room 2A.

HUMAN RESOURCES DEPARTMENT STAFF

Nina Collins, Director of Human Resources
Farbod Pirouzmand, Deputy Director of Human Resources
Vanessa Lopez, Senior Human Resources Analyst
Lisette Del Pino, Human Resources Analyst II
Anthony Phillip, Human Resources Analyst II
Candi Jackson, Human Resources Administrative Assistant

OTHERS PRESENT

Seema Vashi, Assistant City Attorney

Attendance	<u>REGULAR MEETINGS</u>			<u>SPECIAL MEETINGS</u>	
	Present 6.21.2018 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	4	0	1	1
Elecia Garrett	O	2	2	0	2
Jose Guadamuz	X	3	1	2	0
*Rachel Lucas	X	3	1	2	0
Giancarlo Scalise	X	3	1	2	0
Allen Zargar	X	2	2	2	0

X = present O = absent

* Chair Person

PUBLIC COMMENTS

None.

APPROVAL OF MINUTES

1. Approval of June 21, 2018 Meeting Minutes (Action)

(M/S/P) (Zargar/Lucas) Approved.

REPORTS

City Council Liaison (Information)

Council Member Peixoto was unable to attend.

Director of Human Resources (Information)

Nina Collins, Director of Human Resources Department, reported that due to the number of items that need to be considered by the Commission, the Human Resources Department will schedule a regular meeting in June in the future and she thanked the members of the Commission for their flexibility with this newly added meeting.

The Director also reported that the City has wrapped up contract negotiations with Police and Fire unions (HPOA and Local 1909), Hayward Management Employees Association, and SEIU Local 1021, as well as agreements with the City Council appointment officers—City Clerk and City Attorney. Additionally, she reported that City Council has extended the City Manager’s contract agreement through November 30, 2018, to allow time to negotiate additional terms for a new five-year contract.

ACTION ITEMS

2. Revised Job Description for Police Officer

Daniel Olsen, Police Lieutenant gave an overview of the requested changes to the Police Officer job specification and answered questions.

(M/S/P) (Yates/Zargar) Approved.

3. Revised City Classification and Salary Plan for Fiscal Year 2019 – Updated June 21, 2018 – Effective June 25, 2018

Director Collins gave an overview of the revised classification and salary plan. She began with an overview of the revised classification plan, which was updated to include the title change of the Staff Fire Captain, Fire Prevention Inspector, and Apparatus Operator to include the number of hours each employee works in one week and the EMT designation.

Director Collins also provided an overview of the revised salary plan. The revised

salary plan includes the title change of the Staff Fire Captain, Fire Prevention Inspector, and Apparatus Operator; the equity adjustments of forty-five (45) classifications represented by SEIU Local 1021 Maintenance and Operations, and Clerical and Related Units; cost-of-living adjustments for classifications represented by International Association of Firefighters – Local 1909 (Local 1909), Hayward Police Officers’ Association (HPOA), Hayward Fire Officers Association (HFOA), and Hayward Police Management Unit; salary adjustments for classifications within Local 1909 and HFOA to include Emergency Medical Technician certification pay in their base pay; and salary adjustments for the Equipment Mechanic I/II classifications, represented by the SEIU Local 1021 Maintenance and Operations Unit, removing heavy equipment repair differential from their base pay.

The equity adjustments for both SEIU Local 1021 bargaining units represent the third year of a three-year period and will take effect June 11, 2018. The cost-of-living and other salary adjustments for the Police and Fire units will take effect the pay period including July 1, 2018.

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

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

COMMITTEE MEMBER/STAFF ANNOUNCEMENTS AND REFERRALS

ADJOURNMENT

Meeting was adjourned at 5:50 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 18-030

DATE: July 12, 2018

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT

Revised Job Description for Fire Captain

RECOMMENDATION

That the Personnel Commission reviews and comments on the revised job description for the position of Fire Captain 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.

SUMMARY

The City of Hayward Human Resources and Fire Departments aim to have the most qualified employees performing the duties of a Fire Captain. To that end, staff recommends modifying the current language for minimum qualifications in this job description to four years of experience at HFD. Given the important role a Fire Captain plays as a first responder and the City of Hayward's topography and socio-economic makeup, it would be very difficult to identify candidates for this position at comparable Fire departments and easily assess their readiness for this position.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Fire Captain Job Description
Attachment III	Fire Department Org Chart



DATE: July 12, 2018

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT: Revised Job Description for Fire Captain

RECOMMENDATION

That the Personnel Commission reviews and comments on the revised job description for the position of Fire Captain 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.

SUMMARY

The City of Hayward Human Resources and Fire Departments aim to have the most qualified employees performing the duties of a Fire Captain. To that end, staff recommends modifying the current language for minimum qualifications in this job description to four years of experience at HFD. Given the important role a Fire Captain plays as a first responder and the City of Hayward's topography and socio-economic makeup, it would be very difficult to identify candidates for this position at comparable Fire departments and easily assess their readiness for this position.

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.

To make sure that the City of Hayward has the most qualified employees performing the duties of a Fire Captain, the Hayward Fire Department (HFD) has proposed to modify the current language for minimum qualifications in this job description. Currently, a Firefighter needs four years of experience either at HFD or at a comparable Fire department to qualify to sit for the Fire Captain exam. However, the current criteria in the job description is vague and it is difficult for HFD to fully assess the comparability of other Fire departments. Comparability is determined by assessing other departments' response requirements,

including first aid and medical emergencies, commercial and residential structural fires, and training programs for maintaining professional proficiency of staff. However, given the City of Hayward's topography, socio-economic and cultural makeup, it will be difficult for HFD assessors to truly identify comparable Fire departments, either locally or nationally, and easily assess the readiness of potential recruits for this position. Therefore, to make sure Fire Captains have the requisite knowledge, skills, and abilities to perform this extremely important public safety job, HFD has proposed to eliminate the current language that describes the criteria in assessing experience in comparable Fire departments and instead require that all potential candidates for the Fire Captain position to have four years of experience as a Firefighter at HFD.

The changes to Fire Captain job description were shared with and agreed to by representatives of Local 1909, the union that represents Firefighters, and the job description was revised to update experience requirements. The changes to the job description are as follows:

Experience and Education

Experience:

Removed: "or a fire department which is similar to HFD. An evaluation of previous experience from other departments for this purpose shall be made by the Fire Chief according to the following criteria: (I) the previously employing department has response requirements similar to the Hayward Fire Department including first aid and medical emergency responses, and structural fire responses including commercial and industrial occupancies; and, (ii) the previously employing department has an in-service training program to maintain the proficiency of its employees."

FISCAL IMPACT

There is no fiscal impact to the budget as a result of the above proposed changes to this job description.

STRATEGIC INITIATIVES

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

Prepared by: Farbod Pirouzmand, Deputy Director of Human Resources

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

Approved by:



Kelly McAdoo, City Manager

CITY OF HAYWARD

FIRE CAPTAIN

DEFINITION

To command personnel assigned to a specific shift at a fire station and to supervise firefighters and others while engaged in fighting fires.

SUPERVISION RECEIVED AND EXERCISED

Direction is provided by higher level command officers.

Responsibilities include direct supervision of fires suppression and prevention personnel.

EXAMPLES OF DUTIES

Depending upon assignment, duties may include but are not limited to the following:

1. Responds to alarms and directs the activities of subordinate personnel in responding to alarms.
2. Directs and participates in the use of fire apparatus and equipment.
3. Instructs subordinates in the fire prevention methods and practices, and assures a proper state of readiness by supervisory drills and training of personnel.
4. Prepares reports concerning emergency and non-emergency situations.
5. Plans, directs, supervised and coordinates the work of all assigned subordinates, and maintains discipline on call and in station quarters.
6. Supervises and insures the maintenance of station quarters and equipment.
7. Supervises test of water service.
8. Conducts line up for change of shifts, gives orders for the day and distributes any new information.
9. Supervises the completion of special assignments.

QUALIFICATIONS

Knowledge, Abilities and Skills

- A. Ability to become familiar with district streets, water supplies, building occupancy and contents, alarm boxes, hydrants, public buildings, non-ambulatory citizens and other district features and hazards relating to fire safety.
- B. Ability to plan and direct the work of a small group of firefighting personnel. Refers to planning, organizing and carrying out related activities, instructing and training personnel, and in some instances performing subordinates' tasks, understanding capacities and limitations of personnel and equipment and understanding effective supervisory and administrative techniques.
- C. Ability to make both emergency and non-emergency decisions and to maintain composure in stress situations.
- D. Ability to work effectively with subordinates and supervisors and to maintain good public relations.
- E. Ability write reports, recommendations, performance ratings, memoranda and keep simple records.
- F. Ability to follow and written directions.
- G. Knowledge of detailed modern firefighting procedures and equipment.
- H. Knowledge of fire behavior, fire protection systems and advanced first aid.

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: Must be presently employed as a Firefighter, Apparatus Operator or Fire Prevention Inspector in the Hayward Fire Department having passed the probationary period for any one of these classifications.

Must have four years full time, paid firefighting experience in the Hayward Fire Department.

EXPERIENCE AND EDUCATION (continued):

Experience (continued):

Accredited Fire Science coursework may be substituted for experience at the rate of three (3) semester units for one (1) month up to a maximum of 12 months.

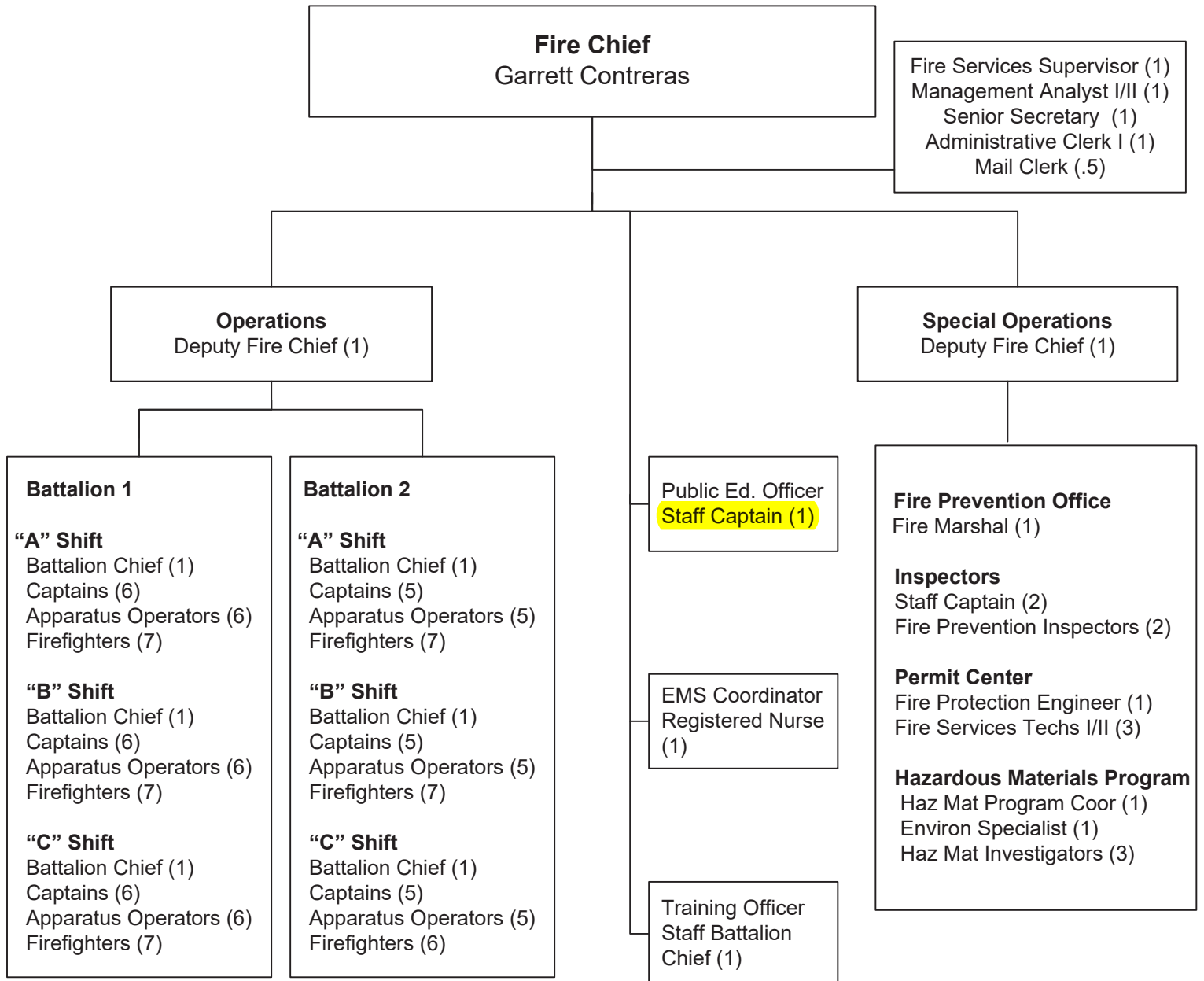
Education: Equivalent to completion of the twelfth grade.

License: Possession of a valid California Class II Driver's License.

PROBATIONARY PERIOD: One year
F240/F245 (40 hours/week; 56 hours/week)
September 1970
Revised 1978
Revised 1983
Revised 2018
AAP GROUP: 12
FLSA STATUS: Non-Exempt

FY 2018 STAFFING 137.5 FTE

Fire Department





CITY OF HAYWARD

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

File #: ACT 18-031

DATE: July 12, 2018

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT

New Job Description for Senior Fire Technician

RECOMMENDATION

That the Personnel Commission reviews and comments on the new job description for the position of Senior Fire 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.

SUMMARY

The Fire Department requested the creation of a new classification in the Fire Technician series for operational and organizational reasons. Given the rapid increase in development projects at the City, this new advanced journey level classification in the Fire Technician series would be responsible for performing advanced paraprofessional and technical work involved in the receipt, processing, and review of fire permit applications, and in the issuing of fire and related permits.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Senior Fire Technician Job Description



DATE: July 12, 2018

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT: New Job Description for Senior Fire Technician

RECOMMENDATION

That the Personnel Commission reviews and comments on the new job description for the position of Senior Fire 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.

SUMMARY

The Fire Department requested the creation of a new classification in the Fire Technician series for operational and organizational reasons. Given the rapid increase in development projects at the City, this new advanced journey level classification in the Fire Technician series would be responsible for performing advanced paraprofessional and technical work involved in the receipt, processing, and review of fire permit applications, and in the issuing of fire and related permits.

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 Fire Department requested the creation of a new classification in the Fire Technician series for operational and organizational reasons. This new advanced journey level classification in the Fire Technician series would be responsible for performing advanced paraprofessional and technical work involved in the receipt, processing, and review of fire permit applications, and in the issuing of fire and related permits; will act as a liaison to the Staff Fire Captain for communication with contractors; and will work on projects more complex than that of the Fire Technician I/II classifications. This classification will also be

responsible for developing and implementing policies and procedures to expedite the issuance of permits. This classification requires the exercise of independent judgment in setting and accomplishing the goals and objectives of the department.

Operationally, the volume and complexity of the permits for development in the City have increased and the Office of the Fire Marshal needs additional staffing resources to address these demands. The Senior Fire Technician will functionally supervise Fire Technicians and clerks assigned to the Office of the Fire Marshal, and receive supervision from the Fire Services Supervisor, Staff Fire Captain and Fire Marshal. The Senior Fire Technician position is represented by Service Employees International Union, Local 1021 ("SEIU"). Based on the assigned duties and responsibilities, the internal salary relationship is to the Senior Permit Technician. The salary range for the Senior Fire Technician is set at the Senior Permit Technician salary range, which is \$35.19 – \$41.74 per hour.

Therefore, it is the Human Resources Department's recommendation that the Personnel Commission adopt this new classification. The changes to the Senior Fire Technician job description were shared with and agreed to by representatives of SEIU.

The new duties for the Senior Fire Technician are as follows:

- Oversees fire permit process; receives inquiries, and reviews and evaluates permit applications, construction plans, blueprints and other supporting documents for completeness, accuracy and conformance with local, state, and federal fire codes, regulations, requirements, and other applicable established criteria.
- Functions as liaison and single-point-of-contact for developers with City fire services and design review staff; coordinates action and workflow within the Fire & Hazardous Materials and with other City departments and outside agencies.
- Oversees the processing, entering and auditing of billing information in the City's financial system for fire department new construction and annual fire safety permits.
- Researches, compiles and summarizes a variety of information and data regarding fire, hazardous materials and related issues, such as occupancy uses and property histories; prepares various reports, statements or logs.
- Provides information and instruction regarding fire and hazardous materials review, permitting processes, weed abatement procedures, and common code issues; maintains knowledge of applicable laws and procedures; interprets and explains rules and regulations; answers questions and resolves problems or complaints.
- Provides lead direction and training for assigned staff to ensure effective operations; may plan, assign, oversee and review daily work and related assignments.

FISCAL IMPACT

Funding for this position was approved in the FY 2019 budget and is part of the General Fund. The annual salary is \$78,603 and fringe benefits are \$48,127.

STRATEGIC INITIATIVES

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

Prepared by: Lisette Del Pino, Human Resources Analyst

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

SENIOR FIRE TECHNICIAN

DEFINITION

Under general direction from their assigned supervisor, performs advanced paraprofessional and technical work involved in the receipt, processing and review of fire permit applications, in the issuing of fire and related permits. Coordinates the permit process with City staff in other departments, acts as lead to assist other Fire Technicians as required.

DISTINGUISHING CHARACTERISTICS

Advanced journey-level position in which the incumbent should have a higher level of knowledge and experience than journey level Fire Technician. This position works with minimal supervision from an assigned supervisor and requires the exercise of independent judgment. Incumbent is expected to have full knowledge of permit tracking software and of City procedures related to permit tracking and routing, and calculating fees. Incumbent is expected to be able to advise and assist contractors, developers, architects, engineers, and homeowners in the procedures necessary to obtain permits.

SUPERVISION RECEIVED

Receives general supervision from an assigned supervisor.

SUPERVISION EXERCISED

May exercise functional supervision over Fire Technicians and clerks assigned to the Office of the Fire Marshal.

ESSENTIAL DUTIES

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

Oversees fire permit process; receives inquiries, and reviews and evaluates permit applications, construction plans, blueprints and other supporting documents for completeness, accuracy and conformance with local, state, and federal fire codes, regulations, requirements, and other applicable established criteria.

Functions as liaison and single-point-of-contact for developers with City fire services and design review staff; coordinates action and workflow within the Fire & Hazardous Materials and with other City departments and outside agencies.

ESSENTIAL DUTIES (continued):

May serve as permit coordinator for special projects.

Oversees the processing, entering and auditing of billing information in the City's financial system for fire department new construction and annual fire safety permits.

Perform extensive responsible and complex computerized data entry, data organization, and records access.

Records, logs, compiles and maintains various permit related files, data, documents, plans, blueprints and reports.

Researches, compiles and summarizes a variety of information and data regarding fire, hazardous materials and related issues, such as occupancy uses and property histories; prepares various reports, statements or logs.

Provides information and instruction regarding fire and hazardous materials review, permitting processes, weed abatement procedures, and common code issues; maintains knowledge of applicable laws and procedures; interprets and explains rules and regulations; answers questions and resolves problems or complaints.

Develop and monitor the implementation and improvement of policies and procedures.

Provides lead direction and training for assigned staff to ensure effective operations; may plan, assign, oversee and review daily work and related assignments.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

California Fire Code, California Building Code and other applicable federal, state and local laws related to area of assignment.

City permit and plan check procedures, rules, regulations and guidelines.

Principles and practices of leadership, motivation, team building and conflict resolution.

Policies and procedures of fees assessment.

Principles and practices of customer service.

English usage, spelling, grammar, and punctuation.

JOB RELATED AND ESSENTIAL QUALIFICATIONS (continued):

Knowledge of (continued):

Modern office methods, procedures, computer equipment, and computer software applicable to assignment.

Ability to:

Interpret, apply and explain policies and procedures related to area of assignment.

Read and interpret documents and plans.

Review documents related to fire department operations; observe, identify and problem solve procedural issues.

Review construction drawings and plans related to occupancy classifications, construction types, and plan and specific plan specifications.

Interpret, apply and explain the basic provisions of the California Fire Code, California Building Code and other applicable federal, state and local laws related to area of assignment.

Process fire inspections, new construction and annual life safety permits.

Use advanced research techniques and resolve questions from the public, outside agencies and other City departments.

Use a personal computer and a variety of software applications.

Operate modern office equipment, including computer equipment and specialized software applications and programs.

Use initiative and sound independent judgment within established guidelines.

Communicate clearly and concisely, both orally and in writing.

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

Work with various cultural and ethnic groups in a tactful and effective manner.

Organize work, set priorities and meet critical time deadlines.

EDUCATION AND EXPERIENCE

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 in building, construction, plan check and/or fire prevention or two (2) years as a Fire Technician II

Education: Equivalent to an Associate's degree from an accredited college or university in fire science, planning, or related field.

Licenses and Certificates: Possession of an International Code Council Permit Technician Certificate or ability to obtain certification within first six (6) months of employment.

SPECIAL REQUIREMENTS

Essential duties require the following mental and/or physical abilities and work environment: work in a standard office environment; grasp, perform repetitive hand movements and fine coordination to prepare documents and data using a computer keyboard and mouse/trackball, use standard office equipment; 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, in person, and to small or large groups and be clearly understood; read and comprehend technical and complex documents; interact with the public and all different levels of City staff in a professional manner; and safely lift, carry and maneuver office supplies and equipment, documents, or other related materials, weighing up to 40 pounds. Essential functions must be performed with or without reasonable accommodation.

PROBATIONARY PERIOD: One (1) Year

Job Code TBD Senior Fire Technician

July 2018

EEO Code: 03

FPPC STATUS: Designated

FLSA STATUS: Non-Exempt



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Hayward City Hall
777 B Street
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File #: ACT 18-032

DATE: July 12, 2018

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT

Revised Job Description for Legal Secretary I/II

RECOMMENDATION

That the Personnel Commission reviews and comments on the revised job description for the position of Legal Secretary I/II 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.

SUMMARY

The Legal Secretary I/II job description has been updated to reflect current duties performed, modern technology, and industry standards. The typing certificate requirement has been eliminated because those skills are not needed as the job of a Legal Secretary has evolved in the last ten years. The changes made to the job description also reflect alignment with the internal organizational structure of the City Attorney's Office and the City's classification plan.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Legal Secretary I/II Job Description
Attachment III	City Attorney's Office Org Chart



DATE: July 12, 2018

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT: Revised Job Description for Legal Secretary I/II

RECOMMENDATION

That the Personnel Commission reviews and comments on the revised job description for the position of Legal Secretary I/II 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.

SUMMARY

The Legal Secretary I/II job description has been updated to reflect current duties performed, modern technology, and industry standards. The typing certificate requirement has been eliminated because those skills are not needed as the job of a Legal Secretary has evolved in the last ten years. The changes made to the job description also reflect alignment with the internal organizational structure of the City Attorney's Office and the City's classification plan.

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 job description was updated to reflect current duties performed, modern technology, and industry standards. The changes also reflect alignment with the internal organizational structure of the City Attorney's Office and the City's classification plan. Prior to the current revisions, the job description for Legal Secretary I/II had not been updated since 1990.

The typing certificate requirement was eliminated since typing is no longer a substantial part of the job duties. As a result, the typing test has little content validity, and its use as a selection tool is inappropriate, as there is no direct relationship between abilities measured by the typing test and skills necessary to perform the job.

The changes to the Legal Secretary I/II job description were shared with representatives of SEIU Local 1021 Clerical Unit and its representatives are in agreement with these changes. The Legal Secretary I/II job description was revised to update the supervision received and exercised, essential duties, job related and essential qualifications, experience and education, and special requirements. The changes to the job description are as follows:

Added "SUPERVISION EXERCISED" section:

"Legal Secretary I"

"None"

"Legal Secretary II"

"May exercise technical supervision over assigned clerical positions."

ESSENTIAL DUTIES

Added:

- "Check legal documents for accuracy, format, compliance with court rules, policies and procedures."
- "Transcribe a variety of correspondence, ordinances, resolutions, legal pleadings, agreements and various legal forms from dictating equipment, rough copy and abbreviated notes or shorthand notes."
- "Assist in the coordination of overall office activities and work flow; perform administrative detail, such as coordinating and scheduling activities; and acting as liaison between departments and other agencies."
- "Respond to questions regarding departmental policies, procedures, and practices, ensuring the appropriate distribution of information designated as confidential."
- "Answer telephone, screen calls and receive clients; exercise judgment in providing information requested."
- "Calendar and schedule court dates, meetings and appointments."
- "Set up and maintain a variety of legal files such as litigation files, work files and research files."
- "Establish and maintain logs, filing and other recordkeeping systems."
- "Separate and route incoming mail; receive and charge out supplies."

Replaced: "Type, edit and format..." with "Draft, word process, and type complex..."

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Legal Secretary I

Knowledge of:

Added:

- "Techniques for providing a high level of customer service to the public and City staff, in person, and over the telephone."
- "Computer applications including word processing."
- "Alphabetical and numerical sequences used in filing."
- "...business..." to "English usage..."
- "...vocabulary..."

Replaced: "...typing..." with "...writing..."

Removed: "Modern office practices, procedures and computer equipment."

Ability to:

Added:

- "Learn the policies and procedures pertaining to the City Attorney's office."
- "Organize and maintain legal files and records."
- "Organize work, set priorities, and meet critical deadlines."
- "...operate a variety of office machines."

Replaced:

- "...under stress..." with "...fast-paced work environment, with constantly changing priorities."
- "...clearly and concisely..." with "...effectively..."
- "Establish and maintain effective working relationships with those contacted in the course of work." with "Establish and maintain cooperative, effective, and professional work relationships with those contacted in the course of work, including other City departments, City officials, and outside agencies."

Removed:

- "Evaluate situations and people and to adopt a reasoned course of action."
- "Type at a minimum of 50 words per minute."

Legal Secretary II

Knowledge of

Added:

- "Law office practice, work procedure and equipment practices."
- "Techniques for effectively representing the City in contacts with governmental agencies, business and professional organizations, and litigants."

Replaced: "Legal terms, forms, documents." with "Legal terminology, general legal forms and documents."

Removed:

- "Court procedures and requirements."
- "Operating procedures of a legal office."

Ability to:

Added:

- "Make independent judgement within established guidelines."
- "Prepare and format complex legal documents from general instructions with speed and accuracy."
- "Compose correspondence independently."

EXPERIENCE AND EDUCATION

Legal Secretary I

Legal Secretary II

Replaced: "Training" with "Education"

Added:

- "... supplemented by course work in public administration, paralegal studies or a closely related field."
- "Possession and maintenance of a valid Class C California Driver's License."

Added "SPECIAL REQUIREMENTS" section:

"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; 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 accommodations."

Probationary Period

Replaced: "six (6) months" with "one (1) year"

FISCAL IMPACT

There is no fiscal impact to the budget as a result of the above proposed changes to this job description.

STRATEGIC INITIATIVES

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

Prepared by: Farbod Pirouzmand, Deputy Human Resources Director

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

Approved by:



Kelly McAdoo, City Manager

LEGAL SECRETARY I/II

DEFINITION

To perform specialized, confidential and diversified legal secretarial work; to assist in scheduling and the handling of office details; and to relieve legal staff of administrative detail.

DISTINGUISHING CHARACTERISTICS

Legal Secretary I - This is the entry level class in the Legal Secretary series. Positions in this class typically have little or no directly related work experience and work under immediate supervision while learning job tasks. The Legal Secretary I class is distinguished from the II level by the performance of less than the full range of duties assigned to the II level. Incumbents work under immediate supervision while learning job tasks, progressing to general supervision as procedures and processes of assigned area of responsibility are learned.

Legal Secretary II - This is the full journey level class in the Legal Secretary series and is distinguished from the I level by the ability to perform the full range of duties assigned with only occasional instruction or assistance as unusual or unique situations arise. Positions in this class are flexibly staffed and are normally filled by advancement from the I level.

SUPERVISION RECEIVED

Legal Secretary I

Receives immediate supervision from the City Attorney, and technical and functional supervision from the Legal Assistant.

Legal Secretary II

Receives general supervision from the City Attorney, and technical and functional supervision from the Legal Assistant.

SUPERVISION EXERCISED

Legal Secretary I

None.

SUPERVISION EXERCISED (Continued):

Legal Secretary II

May exercise technical supervision over assigned clerical positions.

ESSENTIAL DUTIES

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

Draft, word process, and type complex legal documents including pleadings, briefs, opinions, orders, contracts, correspondence and other legal matters.

Check legal documents for accuracy, format, compliance with court rules, policies and procedures.

Handle routine departmental correspondence independently, and maintain files of correspondence, contracts, legal opinions and other records and documents.

Transcribe a variety of correspondence, ordinances, resolutions, legal pleadings, agreements and various legal forms from dictating equipment, rough copy and abbreviated notes or shorthand notes.

Assist in the coordination of overall office activities and work flow; perform administrative detail, such as coordinating and scheduling activities; and acting as liaison between departments and other agencies.

Respond to questions regarding departmental policies, procedures, and practices, ensuring the appropriate distribution of information designated as confidential.

Assist other staff by performing duties related to special assignments or projects including researching and compiling information.

Answer telephone, screen calls and receive clients; exercise judgment in providing information requested.

Calendar and schedule court dates, meetings and appointments.

Set up and maintain a variety of legal files such as litigation files, work files and research files.

Establish and maintain logs, filing and other recordkeeping systems.

ESSENTIAL DUTIES (Continued):

Separate and route incoming mail; receive and charge out supplies.

Perform related duties as assigned.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Legal Secretary I

Knowledge of:

Techniques for providing a high level of customer service to the public and City staff, in person, and over the telephone.

Principles and practices of technical report writing.

Business English usage, grammar, spelling, vocabulary and punctuation.

Computer applications including word processing.

Alphabetical and numerical sequences used in filing.

Ability to:

Learn the policies and procedures pertaining to the City Attorney's office.

Work with accuracy and thoroughness in a fast-paced work environment, with constantly changing priorities.

Communicate effectively orally and in writing.

Organize and maintain legal files and records.

Establish and maintain cooperative, effective, and professional work relationships with those contacted in the course of work, including other City departments, City officials, and outside agencies.

Transcribe from dictating equipment and operate a variety of office machines.

Organize work, set priorities, and meet critical deadlines.

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 years of responsible secretarial experience.

Education: Equivalent to the completion of the twelfth grade supplemented by course work in public administration, paralegal studies or a closely related field.

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

Legal Secretary II

In addition to the qualifications of the Legal Secretary I:

Knowledge of:

Law office practice, work procedure and equipment practices.

Legal terminology, general legal forms and documents.

Techniques for effectively representing the City in contacts with governmental agencies, business and professional organizations, and litigants.

Ability to:

Perform legal secretarial duties with little supervision.

Make independent judgement within established guidelines.

Prepare and format complex legal documents from general instructions with speed and accuracy.

Research and analyze background information.

Compose correspondence independently.

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 years experience performing legal secretarial duties similar to the Legal Secretary I in the City of Hayward.

Education: Equivalent to the completion of the twelfth grade supplemented by course work in public administration, paralegal studies or a closely related field.

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

SPECIAL REQUIREMENTS

Essential duties require the mental and/or physical ability to: work in a standard office environment and use standard office equipment and current software; to grasp, perform repetitive hand movements and fine coordination to prepare documents and data using a computer keyboard and mouse/trackball; sit for prolonged periods of time; walk, stand, crouch, reach, twist, turn, kneel, bend, squat, stoop and safely lift and move equipment and materials weighing up to 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. Essential functions must be performed with or without reasonable accommodations.

PROBATIONARY PERIOD: One (1) year

C930 (Legal Secretary I)

C935 (Legal Secretary II)

July 1984

Revised May 1990

Revised May 2018

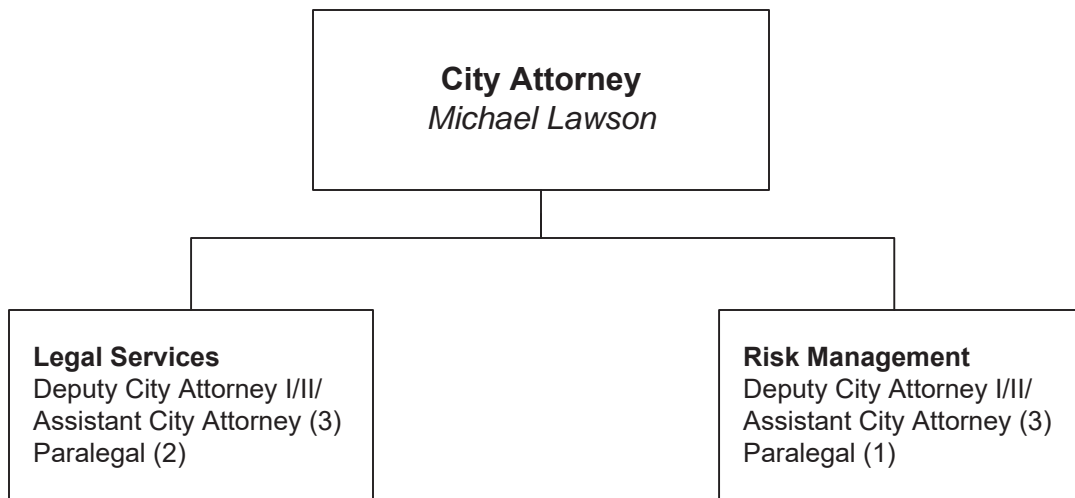
AAP GROUP: 16

FPPC STATUS: Non-Designated

FLSA STATUS: Non-Exempt

**FY 2019 STAFFING
10.0 FTE**

Office of the City Attorney





CITY OF HAYWARD

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

File #: ACT 18-033

DATE: July 12, 2018

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT

Revised Job Description for Permit Technician I/II

RECOMMENDATION

That the Personnel Commission reviews and comments on the revised job description for the position of Permit Technician I/II 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.

SUMMARY

A Supervising Permit Technician to the organization has been added to the Development Services Department. The addition of this classification results in a change to the reporting structure for the Permit Technician I/II, which will now report to the Supervising Permit Technician. The Permit Technician I/II job description was revised to update the supervision received and exercised, job related and essential qualifications, and special requirements, as well as the change to the reporting structure.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Permit Technician I/II Job Description
Attachment III	Development Services Org Chart



DATE: July 12, 2018

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT: Revised Job Description for Permit Technician I/II

RECOMMENDATION

That the Personnel Commission reviews and comments on the revised job description for the position of Permit Technician I/II 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.

SUMMARY

A Supervising Permit Technician to the organization has been added to the Development Services Department. The addition of this classification results in a change to the reporting structure for the Permit Technician I/II, which will now report to the Supervising Permit Technician. The Permit Technician I/II job description was revised to update the supervision received and exercised, job related and essential qualifications, and special requirements, as well as the change to the reporting structure.

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 Permit Technician I/II job description was revised to update the supervision received and exercised, job related and essential qualifications, and special requirements. The main change, however, was due to an organizational change in the Development Services Department. The Permit Technician, as a result of this proposed change, will be supervised by a Supervising Permit Technician, as opposed to the Supervising Plan Checker/Expediter. The changes to the Permit Technician I/II job description were shared with and agreed to by

representatives of SEIU Local 1021 Clerical Unit. The changes to the job description are as follows:

Supervision Received

Replaced:

- “Supervising Plan Checker/Expediter” with “Supervising Permit Technician”
- “...general...” with “...immediate...”
- “...supervision...” with “...direction...”

Supervision Exercised

Replaced: “...supervision...” with “...direction...”

Job Related and Essential Qualifications

Ability to:

Added: “...courteously...”

Education and Experience

Added: “Possession and maintenance of a valid Class C California Driver’s License.”

Special Requirements

Added:

- “...following...”
- “...and work environment...”

Replaced: “...ability...” with “...abilities...”

FISCAL IMPACT

There is no fiscal impact to the budget as a result of the above proposed changes to this job description.

STRATEGIC INITIATIVES

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

Prepared by: Farbod Pirouzmand, Deputy Human Resources Director

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

Approved by:



Kelly McAdoo, City Manager

CITY OF HAYWARD

PERMIT TECHNICIAN I/II

DEFINITION

Under general direction, performs paraprofessional and clerical work supporting the operations of the Building Division of the Development Services Department; processes building, plumbing, mechanical, electrical, and other permits as required. Provides permit-related information to internal and external customers. Works in the Permit Center as assigned.

DISTINGUISHING CHARACTERISTICS

Permit Technician I – This is the entry level class in the Permit Technician series. Positions in this class typically have little or no directly related work experience and work under immediate supervision while learning job tasks. The Permit Technician I class is distinguished from the II level by performance of less than the full range of duties assigned to the II level. Incumbents work under immediate supervision while learning job tasks, progressing to general supervision as procedures and processes of assigned area of responsibility are learned.

Permit Technician II – This is the journey level class in the Permit Technician series and is distinguished from the I level by the ability to perform the full range of duties assigned with only occasional instruction or assistance as unusual or unique situations arise. Positions in this class are flexibly staffed and are normally filled by advancement from the I level.

SUPERVISION RECEIVED

Permit Technician I: Receives immediate supervision from the Supervising Permit Technician. May receive functional direction from the Senior Permit Technician as directed.

Permit Technician II: Receives immediate supervision from the Supervising Permit Technician. May receive functional direction from the Senior Permit Technician as directed.

SUPERVISION EXERCISED

Permit Technician I: May exercise technical and functional direction over Administrative Clerk I/II as directed.

Permit Technician II: May exercise technical and functional direction over less experienced staff and/or Administrative Clerk I/II as directed.

ESSENTIAL DUTIES

Advises contractors, developers, engineers, architects and the public on permit process requirements and permit status.

ESSENTIAL DUTIES (continued):

Calculates permit fees.

Reviews simple drawings for processing and/or code compliance.

Reviews applications for completeness so that the plans can be reviewed for accuracy and compliance with local, state, and Federal regulations and policies.

Researches permit application status in response to inquiries from staff and the public.

Updates permit records and files; enters data into automated system.

Collects and compiles data relating to Permit Center operations as requested.

Circulates permit submittals to other departments and consultants for review and comments, and records responses.

Issues permits, as directed, that are in compliance with standardized requirements.

Prepares and issues receipts, letters, statistical reports and other forms, and schedule inspections as needed. Responds to public inquiries at counter, by phone and in writing.

Coordinates archiving of records.

Performs related duties as assigned.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Basic mathematics.

Basic knowledge of plan check and building permit approval process and procedure.

Effective public contact techniques in person, on the telephone, and through written communication.

Manual and automated filing and permit tracking systems and record keeping.

Ability to:

Work on several tasks at the same time, plan and organize workload, and meet deadlines.

Read and analyze simple plans and construction drawings.

JOB RELATED AND ESSENTIAL QUALIFICATIONS (continued):

Ability to (continued):

Work independently within established policies and procedures.

Operate a keyboard utilizing word processing, spreadsheet, e-mail and permit tracking software.

Perform detailed review of permit submittals and responses to insure completeness and conformance to processing requirements.

Deal tactfully, courteously and effectively with internal and external customers.

EDUCATION AND EXPERIENCE

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

Permit Technician I

Experience: Two (2) years of full time clerical experience involving extensive public contact.

Education: Equivalent to the completion of the twelfth (12th) grade. College course work in building code requirements is highly desirable.

Licenses and Certificates: None required. Possession of an International Code Council (ICC) Permit Technician certificate is desirable.

Possession and maintenance of a valid Class C California Driver's License.

Permit Technician II

Experience: Two (2) years of experience comparable to that of a Permit Technician I for the City of Hayward.

Education: Equivalent to the completion of the twelfth (12th) grade. College course work in building code requirements is highly desirable.

Licenses and Certificates: Possession of an International Code Council (ICC) Permit Technician.

Possession and maintenance of a valid Class C California Driver's License.

SPECIAL REQUIREMENTS

Essential duties require the following mental and/or physical abilities and work environment: work in a standard office environment and use standard office equipment and current software; to grasp, perform repetitive hand movements and fine coordination to prepare documents and data using a computer keyboard and mouse/trackball; sit for prolonged periods of time; walk, stand, crouch, reach, twist, turn, kneel, bend, squat, stoop and safely lift and move 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. Essential functions must be performed with or without reasonable accommodations.

PROBATIONARY PERIOD: One (1) Year

180CS99

July 1999

Revised January 2014

Revised January 2016

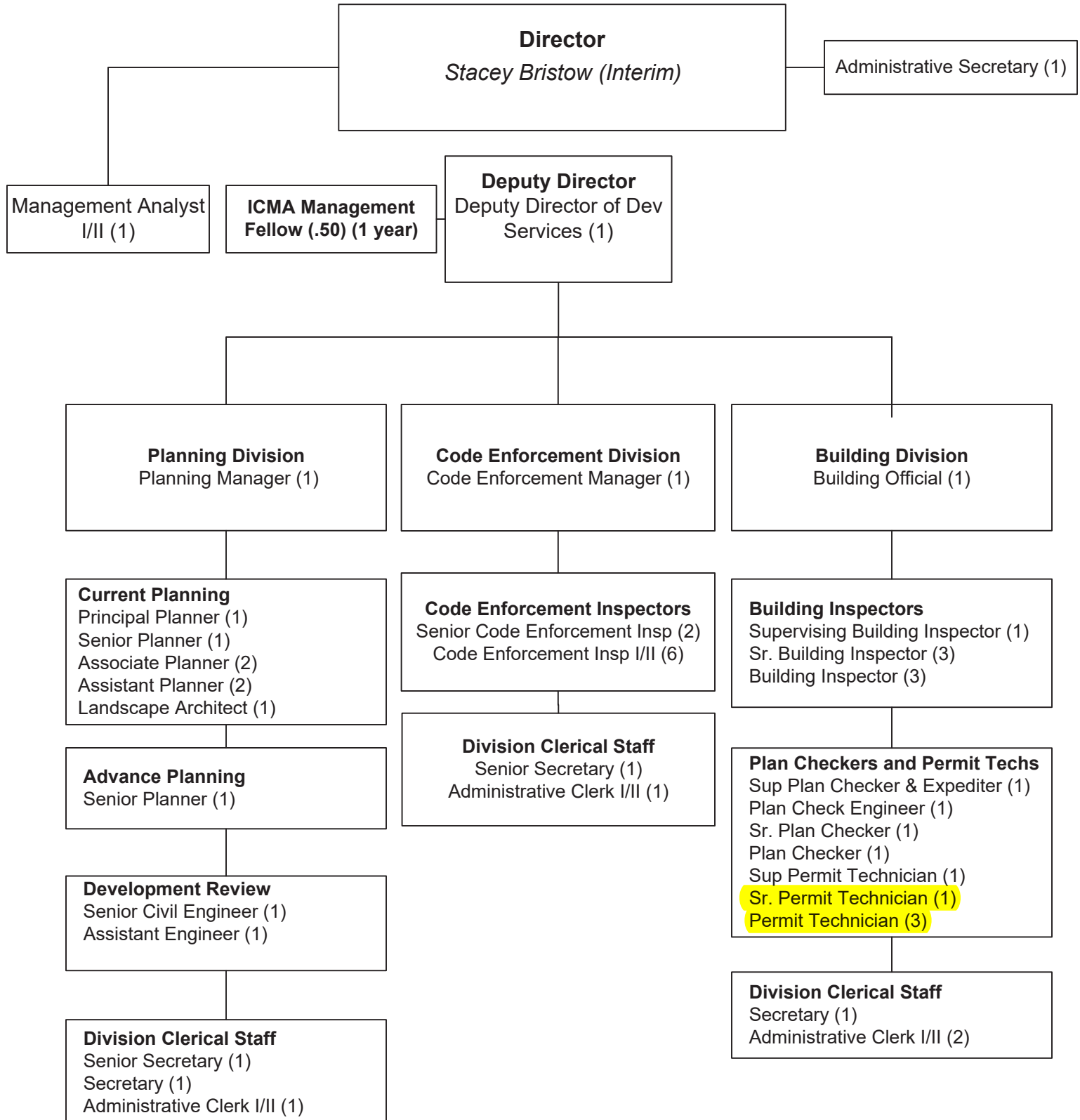
AAP GROUP: 16

FPPC STATUS: Designated

FLSA STATUS: Non-exempt

FY 2019 STAFFING 49.5 FTE

Development Services Department





CITY OF HAYWARD

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

File #: ACT 18-034

DATE: July 12, 2018

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT

Revised Job Description for Senior Permit Technician

RECOMMENDATION

That the Personnel Commission reviews and comments on the revised job description for the position of Senior Permit 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.

SUMMARY

A Supervising Permit Technician has been added to the Development Services Department, which changes the reporting structure for the Senior Permit Technician I/II. The job description was revised to update the supervision received and exercised, job related and essential qualifications, and special requirements, as well as change in the reporting structure for the Senior Permit Technician I/II.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Senior Permit Technician Job Description



DATE: July 12, 2018

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT: Revised Job Description for Senior Permit Technician

RECOMMENDATION

That the Personnel Commission reviews and comments on the revised job description for the position of Senior Permit 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.

SUMMARY

A Supervising Permit Technician has been added to the Development Services Department, which changes the reporting structure for the Senior Permit Technician I/II. The job description was revised to update the supervision received and exercised, job related and essential qualifications, and special requirements, as well as change in the reporting structure for the Senior Permit Technician I/II.

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 Senior Permit Technician job description was revised to update the definition, distinguishing characteristics, supervision received and exercised, job related and essential qualifications, and special requirements. As a result of an organizational change in the Development Services Department, the most significant change is the change in supervision from the Building Official to the Supervising Permit Technician. The changes to the Senior

Permit Technician job description were shared with and agreed to by representatives of SEIU Local 1021 Clerical Unit. The changes to the job description are as follows:

Definition

Replaced: "Building Official" with "Supervising Permit Technician"

Distinguishing Characteristics

Replaced:

- "...should have..." with "...has..."
- "...Building Official..." with "...Supervising Permit Technician..."

Added:

- "Position requires a keen attention to detail given the complexity of projects."
- "...processing..."
- "Incumbent is expected to take initiative in regard to project management and workload."

Supervision Received

Replaced: "Building Official" with "Supervising Permit Technician"

Supervision Exercised

Replaced: "...supervision..." with "...direction..."

Essential duties

Replaced: "...with little direction from superiors; handles and responds with information..." with "...in an expedient manner."

Job Related and Essential Qualifications

Knowledge of:

Added: "...high level..."

Education and Experience

Added: "Possession and maintenance of a valid Class C California Driver's License."

FISCAL IMPACT

There is no fiscal impact to the budget as a result of the above proposed changes to this job description.

STRATEGIC INITIATIVES

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

Prepared by: Farbod Pirouzmand, Deputy Human Resources Director

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

SENIOR PERMIT TECHNICIAN

DEFINITION

Under general direction from the Supervising Permit Technician performs advanced paraprofessional and technical work involved in the receipt, processing and review of building permit applications, in the issuing of building and related permits. Coordinates the permit process with City staff in other departments, acts as lead to assist other Permit Technicians as required.

DISTINGUISHING CHARACTERISTICS

Advanced journey-level position in which the incumbent has a higher level of knowledge and experience than journey level Permit Technician. This position works with minimal supervision from the Supervising Permit Technician and requires the exercise of independent judgment. Position requires a keen attention to detail given the complexity of projects. Incumbent is expected to have full knowledge of permit tracking software and of City procedures related to permit processing, tracking, routing, and calculating fees. Incumbent is expected to be able to advise and assist contractors, developers, architects, engineers, and homeowners in the procedures necessary to obtain permits. Incumbent is expected to take initiative in regard to project management and workload.

SUPERVISION RECEIVED

Receives supervision from Supervising Permit Technician.

SUPERVISION EXERCISED

May exercise functional direction over Permit Technicians and clerks assigned to the Permit Center.

ESSENTIAL DUTIES

Performs technical review of various building and other related permit applications and materials; approves routine over-the-counter building permits.

Functions as liaison and single-point-of-contact for developers with City building services and design review staff; coordinates action and workflow within the Planning & Building Department and with other City departments and outside agencies;

May serve as permit coordinator for special projects.

ESSENTIAL DUTIES (continued):

Coordinates plan review; monitors and coordinates project submittals; reviews plan check comments for consistency; compiles plans and blueprint comments; reviews annotations and comments with applicants;

Receives inquiries, reviews and evaluates permit applications, construction plans, blueprints and other supporting documents for completeness, accuracy and conformance with local, state, and federal building codes, regulations, requirements, and other applicable established criteria.

Uses fee schedules and designated calculations such as square footage, to determine values and calculate and assess preliminary and final fees; collects, records and balances permit related monetary transactions.

Performs extensive responsible and complex computerized data entry, data organization, and records access.

Records, logs, compiles and maintains various permit related files, data, documents, plans, blueprints and reports.

Researches, compiles and summarizes a variety of information and data regarding building, planning and related issues, such as occupancy uses and property histories; prepares various reports, statements or logs.

Provides information and instruction regarding building and planning review, zoning, permitting processes and common code issues; maintains knowledge of applicable laws and procedures; interprets and explains rules and regulations; answers questions and resolves problems or complaints in an expedient manner.

Participates in the administration of assigned activities; recommends and participates in the implementation of policies and procedures.

Provides lead direction and training for assigned staff to ensure effective operations; may plan, assign, oversee and review daily work and related assignments in the absence of Supervising Permit Technician.

On a continuous basis, sit at a desk and/or stand at a front counter for long period of time.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Principles and practices of leadership, motivation, team building and conflict resolution;

JOB RELATED AND ESSENTIAL QUALIFICATIONS (continued):

Knowledge of (continued):

Architectural drawing conventions;

Process and procedures associated with construction permits;

Policies and procedures of fees assessment;

Principles and practices of high level customer service;

English usage, spelling, grammar, and punctuation;

Modern office methods, procedures, computer equipment, and computer software applicable to assignment.

Ability to:

Intermittently twist and reach office equipment;

Write and use keyboard to communicate through written means; read and interpret documents and plans;

Learn and apply various state and local laws, codes, ordinances and regulations;

Operate standard office equipment;

Use initiative and sound independent judgment within established guidelines;

Communicate clearly and concisely, both orally and in writing;

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

Work with various cultural and ethnic groups in a tactful and effective manner.

EDUCATION AND EXPERIENCE

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:

EDUCATION AND EXPERIENCE (continued):

Experience: Three years of responsible experience in the construction or building design field or as a Permit Technician or Plans Checker.

Education: Equivalent to high school graduation. College course work in building code requirements, fire science or hazardous materials code requirements is highly desirable.

Licenses and Certificates: Possession of an International Code Council Permit Technician Certificate or ability to obtain certification within first six months of employment.

Possession and maintenance of a valid Class C California Driver's License.

SPECIAL REQUIREMENTS

Essential duties require the following mental and/or physical abilities and work environment: work in a standard office environment; grasp, perform repetitive hand movements and fine coordination to prepare documents and data using a computer keyboard and mouse/trackball, use standard office equipment; 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, in person, and to small or large groups and be clearly understood; read and comprehend technical and complex documents; interact with the public and all different levels of City staff in a professional manner; and safely lift, carry and maneuver office supplies and equipment, documents, or other related materials, weighing up to 40 pounds. Essential functions must be performed with or without reasonable accommodation.

PROBATIONARY PERIOD: Six (6) months

179CS07

January 2007

December 2013

July 2018

FPPC STATUS:

FLSA STATUS: Non-Exempt



CITY OF HAYWARD

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

File #: ACT 18-036

DATE: July 12, 2018

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT

New Job Description for Senior Water Resources Engineer

RECOMMENDATION

That the Personnel Commission reviews and comments on the job description for the position of Senior Water Resources Engineer 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.

SUMMARY

The Senior Water Resources Engineer is a new classification approved in the FY 2019 adopted budget to provide professional level technical support in the development of water supplies to meet future water demand in a sustainable and reliable manner. Additionally, water resources planning to meet future water demand has become increasingly complex and specialized; therefore, a new classification is needed to augment the Department's current efforts in this area.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Senior Water Resources Engineer Job Description
Attachment III	Utilities and Environmental Services Org Chart



DATE: July 12, 2018

TO: Personnel Commission

FROM: Human Resources Director

SUBJECT: New Job Description for Senior Water Resources Engineer

RECOMMENDATION

That the Personnel Commission reviews and comments on the job description for the position of Senior Water Resources Engineer 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.

SUMMARY

The Senior Water Resources Engineer is a new classification approved in the FY 2019 adopted budget to provide professional level technical support in the development of water supplies to meet future water demand in a sustainable and reliable manner. Additionally, water resources planning to meet future water demand has become increasingly complex and specialized; therefore, a new classification is needed to augment the Department's current efforts in this area.

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 necessary adjustments to job requirements to ensure that the needs of the department will be met prior to initiating a recruitment process.

The Senior Water Resources Engineer is a new classification approved in the FY 2019 adopted budget to provide professional level technical support in the development of water supplies to meet future water demand in a sustainable and reliable manner. This position will report to the Water Resources Manager, and is with represented by the Hayward Association of Management Employees ("HAME").

Water resources planning to meet future water demand has become increasingly complex and specialized. While the purchase of water from the San Francisco Public Utilities Commission is expected to remain Hayward's primary water supply, it is critical that the City plan for additional sustainable and reliable future supplies, and be engaged in regional planning efforts to increase drought resiliency. The Senior Water Resources Engineer will provide technical expertise and support to the Water Resources Manager in a variety of supply initiatives. Examples of responsibilities to be assigned to the Senior Water Resources Engineer include:

- Managing all technical aspects of the City's responsibilities as a Groundwater Sustainability Agency, including preparation and implementation of a Groundwater Sustainability Plan
- Managing development and maintenance of technical tools, such as a groundwater model and databases, to ensure that the City makes informed, technically sound decisions about water supply development projects and initiatives
- Implementing water conservation activities to ensure compliance with recently enacted State-mandated water use efficiency standards in a cost effective, locally focused manner
- Evaluating and implementing other water supply activities, such as recycled water, water transfers and dry year supplies.
- Preparing technical analyses related to water supply planning issues, including long-range supply and demand projections, water supply allocations during droughts, and water supply assessments for proposed new developments
- Representing the City and actively participating in regional water resources planning meetings
- Providing technical support to the Water Resources Manager in development and management of cooperative and interconnection agreements with local and regional water agencies and state entities

Candidates for the Senior Water Resources Engineer position will have proven technical and administrative skills in developing and implementing water resources activities, including sustainable groundwater management, recycled water, conservation and water transfers. They will also have the ability to evaluate complex legislative, environmental and regional water supply issues and potential impacts on the City. Possession of a Professional Engineer registration or equivalent registration in a science field, such as hydrology, hydrogeology or geology, will be required.

The salary range for the Senior Water Resources Engineer position is \$ 121,472 at Step 1 and \$ 147,671.60 at Step 5, which is a comparable salary to the Senior Civil Engineer and Senior Utilities Engineer positions. This salary range is competitive, as compared to similar positions in other cities.

The job description for the Senior Water Resources Engineer was shared with representatives of HAME and there are no objections to the creation of this new job classification. The job description is attached for your reference.

FISCAL IMPACT

The new position results in an annual net fiscal increase of approximately \$200,000. This position will be funded entirely from the City's Enterprise Funds, and there is no General Fund impact.

STRATEGIC INITIATIVES

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

Prepared by: Farbod Pirouzmand, Deputy Director of Human Resources

Recommended by: Nina S. Collins, Human Resources Director

Approved By:

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

Kelly McAdoo, City Manager

SENIOR WATER RESOURCES ENGINEER

DEFINITION

Under general supervision, plans and implements assigned water resources activities, including integrated water resources planning, recycled water projects, groundwater management, water conservation, and regional partnerships.

DISTINGUISHING CHARACTERISTICS

This is a mid-management level classification allocated to the Water Resources Division of the Utilities & Environmental Services Department. The incumbent is responsible for implementing water resources activities, including groundwater management, recycled water projects, water conservation, water transfers, and water-related sustainability goals. This position is distinguished from the Water Resources Manager by the latter position's overall responsibility for all aspects of the development and management of the City's water resources program.

SUPERVISION RECEIVED

Receives general supervision from the Water Resources Manager.

SUPERVISION EXERCISED

May exercise functional supervision over technical and administrative support personnel.

ESSENTIAL DUTIES

Duties may include but are not limited to:

Implementing water resources activities, including groundwater management, recycled water projects, dry year supplies, water conservation and water transfers.

Managing the technical aspects of the City's responsibilities as a Groundwater Sustainability Agency under the Sustainable Groundwater Management Act (SGMA), including serving as the technical lead for preparation and implementation of the Groundwater Sustainability Plan.

Managing the development and maintenance of technical resources such as groundwater modeling tools and databases.

Preparing technical analyses related to water resources, including supply and demand projections and water supply allocations during droughts.

Researching and preparing complex technical and administrative reports and recommendations on water resources planning issues.

ESSENTIAL DUTIES (continued):

Managing environmental assessments, in compliance with the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA), related to water resources projects.

Managing implementation of select capital improvement projects related to water resources.

Managing water conservation and water use efficiency programs.

Working cooperatively with federal, state and regional entities regarding a variety of water resource issues.

Representing the City at regional water resources meetings.

Assisting the Water Resources Manager in negotiating and developing joint projects and multi-agency agreements with other federal, state and regional entities.

Tracking and evaluating legislation and regulations as they pertain to water supply and preparing analyses and comments to address the City's interests.

Developing water supply assessments in compliance with California Water Code and any subsequent laws and regulations that integrate land use and water supply planning.

Preparing Urban Water Management Plans.

Preparing grant and loan applications for water supply projects and studies.

Participating in the procurement and supervision of technical consultants, including preparing and issuing requests for proposals, participating in selection, negotiating professional services agreements, and supervising work.

Assisting in preparing goals and objectives related to water resources programs.

Preparing City Council and Council Committee communications, including reports and presentation materials.

Making presentations to various elected and appointed officials, including City Council and Council Committees, as well as community groups.

Championing the implementation of sustainable initiatives in the City's water resources programs.

Building and maintaining positive working relationships with co-workers, other City employees and the public using principles of excellent customer service.

ESSENTIAL DUTIES (continued):

Performing related duties as assigned.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Current methods, technologies, principles and practices of water resource management, including storage, surface water, groundwater, recycled water and water transfers.

Principles of hydrology, hydraulics and hydrogeology.

Computer applications relating to water resources planning and modeling, including basic knowledge of GIS tools and groundwater models.

Typical water project funding sources, including grants and loans, preparation of applications and administration,

Requirements of environmental impact assessments, CEQA and NEPA.

Pertinent federal and state laws and regulations related to California water resources, including SGMA.

Principles and practices of analytical research, project management and contract administration.

Techniques and principles of effective interpersonal communication.

Principles and methods of report writing and presentations

Research methods and techniques.

English usage, spelling, punctuation and grammar.

Arithmetic and basic mathematical calculations.

Statistics and statistical methods.

Ability to:

Implement principles, practices and methods associated with water resource management, including hydrology, hydraulics, groundwater management, recycled water and water transfers.

Apply knowledge of water rights, laws, and economics to water resource management, including groundwater management and water transfers.

JOB RELATED AND ESSENTIAL QUALIFICATIONS (continued):

Ability to (continued):

Prepare cost/benefit and alternative analyses.

Analyze and interpret technical materials, financial reports and legal documents, in order to make sound recommendations.

Identify, apply for and administer grants and loans.

Prepare or oversee the preparation of environmental assessments in compliance with CEQA and NEPA.

Operate a personal computer, including sophisticated modeling programs and basic GIS applications.

Work cooperatively with staff from federal, state and regional entities to achieve common goals while representing the City's interests.

Prepare clear and concise written reports.

Develop and manage resources, budgets, and schedules for specific projects.

Interpret, apply and explain laws, rules, codes, and City policies and procedures.

Make sound decisions with solid problem-solving methods.

Establish and maintain effective working relationships.

Communicate clearly and concisely, both orally and in writing.

EDUCATION AND EXPERIENCE

Experience: Four (4) years of progressively responsible professional-level experience as an engineer or related field with a focus on water resources management, including one (1) year of supervisory experience.

Education: Possession of a Bachelor's degree from an accredited college or university with major coursework in natural or physical sciences or engineering. A Master's degree in a similar field is desirable.

License or Certificate: Possession of a valid California Class C Driver's License. Registration as a Professional Engineer (PE) or equivalent professional registration/certification in a science field.

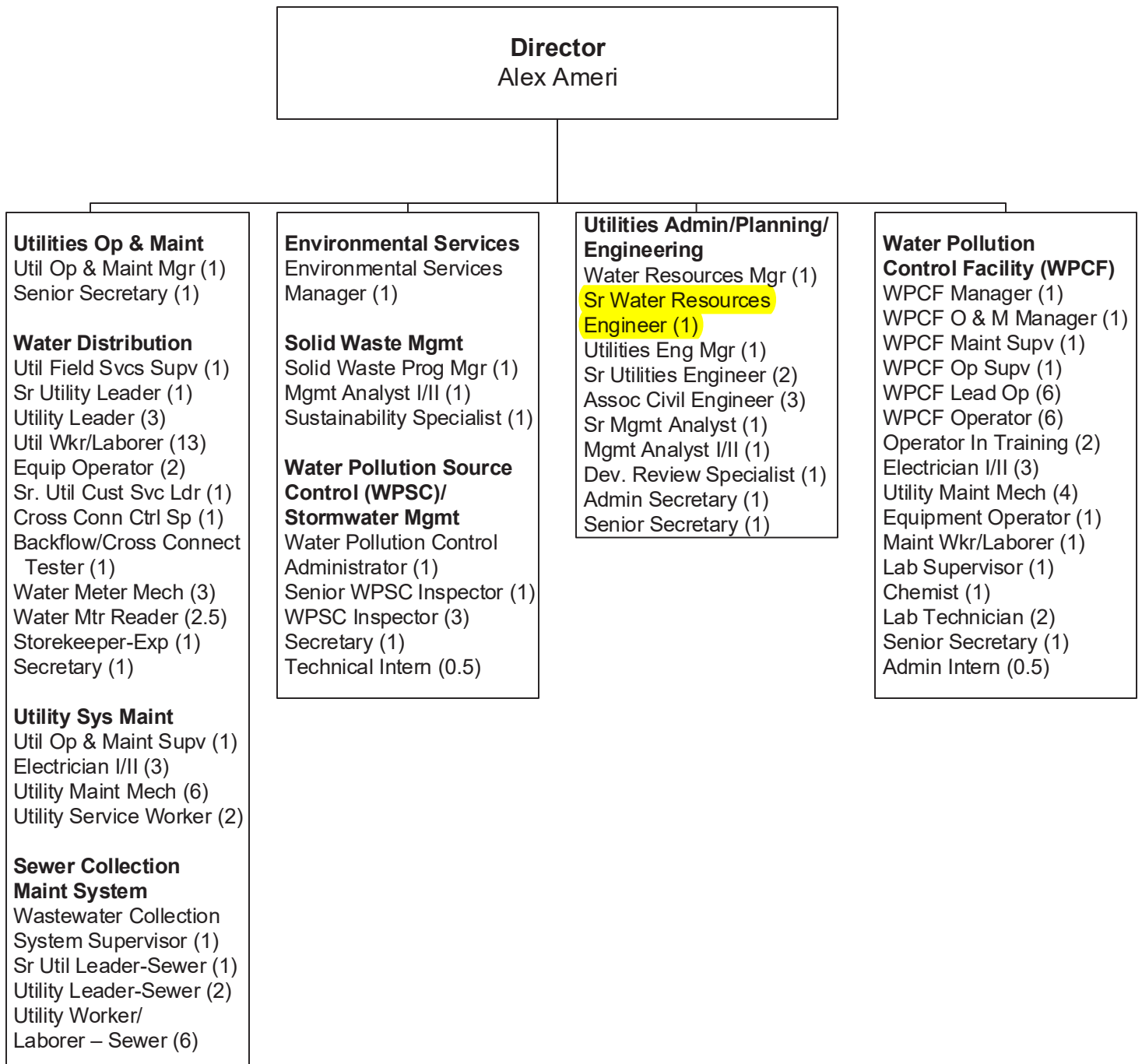
SPECIAL REQUIREMENTS

Essential duties require the following mental and/or physical ability: to work in a standard office environment and use standard office equipment and current software; safely drive to various locations through the City and County to manage, direct, coordinate and/or participate in meetings and community events in a variety of community settings and weather conditions; make effective presentations to public audiences; conduct City business during day and evening hours, including occasional weekend and irregular hours; 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, bend and safely lift and move equipment and materials weighing up to 35 pounds; converse by telephone, by email, in person, and before small and 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. Essential functions must be performed with or without reasonable accommodation.

PROBATIONARY PERIOD: One (1) Year
JCN (TBD) Senior Water Resources Engineer
Created June 2018
Last Revised None
EEO Code: 02
FPPC STATUS: Designated
FLSA STATUS: Exempt

FY 2019 STAFFING 111.5 FTE

Utilities & Environmental Services Department





CITY OF HAYWARD

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

File #: ACT 18-037

DATE: July 12, 2018

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT

Revised City Classification and Salary Plan for Fiscal Year 2019 - Updated July 12, 2018, Effective July 23, 2018

RECOMMENDATION

That the Personnel Commission, after a public hearing, reviews and adopts a revised classification plan for each position in the City's classified service for Fiscal Year 2019, effective July 23, 2018.

That the Personnel Commission, after a public hearing, recommends to the City Council for adoption a revised salary plan for each position in the City's classified service for Fiscal Year 2019, effective July 23, 2018.

SUMMARY

As required by the Municipal Code, the Classification Plan (Attachment III) has been updated to reflect all the classifications in the City's classified service, including the additions of the Senior Fire Technician and Senior Water Resources Engineer. The FY 2019 Salary Plan (Attachment II) has also been updated to reflect salary information for the aforementioned classifications and the salary equity adjustment to Network Systems Specialist.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	FY 2019 Salary Plan
Attachment III	FY 2019 Classification Plan



DATE: July 12, 2018

TO: Personnel Commission

FROM: Director of Human Resources

SUBJECT: Revised City Classification and Salary Plan for Fiscal Year 2019 – Updated
July 12, 2018, Effective July 23, 2018

RECOMMENDATION

That the Personnel Commission, after a public hearing, reviews and adopts a revised classification plan for each position in the City's classified service for Fiscal Year 2019, effective July 23, 2018.

That the Personnel Commission, after a public hearing, recommends to the City Council for adoption a revised salary plan for each position in the City's classified service for Fiscal Year 2019, effective July 23, 2018.

SUMMARY

As required by the Municipal Code, the Classification Plan (Attachment III) has been updated to reflect all the classifications in the City's classified service, including the additions of the Senior Fire Technician and Senior Water Resources Engineer. The FY 2019 Salary Plan (Attachment II) has also been updated to reflect salary information for the aforementioned classifications and the salary equity adjustment to Network Systems Specialist.

BACKGROUND/DISCUSSION

1. Senior Fire Technician – This position was created to perform advanced paraprofessional and technical work as development project permits have rapidly increased in the Office of the Fire Marshal. The salary range is set internally to mirror that of the Senior Permit Technician, which is \$35.19 per hour at Step A and \$41.74 per hour at Step E.
2. Senior Water Resources Engineer – This position was added to provide professional level technical support to the development of sustainable water supplies. This classification will provide technical expertise and support to the Water Resources Manager in a variety of supply initiatives such as managing development of technical tools, implementing water conservation activities, and preparing technical analyses regarding water supply planning issues to name a few. The salary range is set internally to mirror that of the Senior Utilities Engineer, which is \$58.40 per hour at Step A and \$70.97 per hour at Step E.

3. Network Systems Specialist – Recruitment efforts to fill a vacancy in this classification have been very difficult. Since 2016, three recruitment efforts failed to produce a pool of candidates who possessed a sufficient level of technical knowledge to fill this vacancy. Additionally, based on a 2018 total compensation survey between Hayward and comparable Bay Area cities, the Network Systems Specialist falls approximately 10% below comparable positions with equivalent essential job requirements and functions. To remain competitive with our comparable cities and maintain Hayward's goal of mid-market level salaries, this position will receive a salary equity adjustment of 10%. The new salary range is \$49.16 per hour at Step A and \$59.76 per hour at Step E.

FISCAL IMPACT

Senior Fire Technician – The annual fiscal impact in creating this classification is approximately \$126,730 and has been approved in the FY 2019 adopted budget.

Senior Water Resources Engineer – The additional fiscal impact in creating this classification is approximately \$200,000. This position will be funded entirely from the Enterprise Funds with no impact to the General Fund.

Network Systems Specialist – The additional fiscal impact of the salary equity adjustment and benefits is approximately \$15,913 and will be funded by the General Fund.

STRATEGIC INITIATIVES

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

NEXT STEPS

The additional positions and salary adjustments will be implemented by the Human Resources and Finance departments effective July 23, 2018. Any necessary budget changes will be made during the FY 2019 mid-year review process. After Personnel Commission action on this item, the Council will consider adoption of these proposed changes.

Prepared by: Anthony Phillip, Human Resources Analyst II

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

Approved by:



Kelly McAdoo, City Manager

**SALARY PLAN FOR ALL CLASSIFICATIONS
(PER MUNI CODE SEC.2-4.30)
FY 2019**

ATTACHMENT II
Recommended by
Personnel Commission
on July 12, 2018
Approved by Council
on July 17, 2018

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	49.86	52.33	54.96	57.71	60.58
			Bi-Weekly	3,988.80	4,186.40	4,396.80	4,616.80	4,846.40
			Monthly	8,642.40	9,070.53	9,526.40	10,003.07	10,500.53
			Annual	103,708.80	108,846.40	114,316.80	120,036.80	126,006.40
MANAGEMENT ANALYST II	H110	Classified	Hourly	45.34	47.61	49.99	52.48	55.10
			Bi-Weekly	3,627.20	3,808.80	3,999.20	4,198.40	4,408.00
			Monthly	7,858.93	8,252.40	8,664.93	9,096.53	9,550.67
			Annual	94,307.20	99,028.80	103,979.20	109,158.40	114,608.00
MANAGEMENT ANALYST I	H105	Classified	Hourly	41.22	43.29	45.44	47.71	50.10
			Bi-Weekly	3,297.60	3,463.20	3,635.20	3,816.80	4,008.00
			Monthly	7,144.80	7,503.60	7,876.27	8,269.73	8,684.00
			Annual	85,737.60	90,043.20	94,515.20	99,236.80	104,208.00
ADMINISTRATIVE SUPERVISOR	H120	Classified	Hourly	36.33	38.14	40.05	42.04	44.15
			Bi-Weekly	2,906.40	3,051.20	3,204.00	3,363.20	3,532.00
			Monthly	6,297.20	6,610.93	6,942.00	7,286.93	7,652.67
			Annual	75,566.40	79,331.20	83,304.00	87,443.20	91,832.00
ADMINISTRATIVE SECRETARY	C120	Classified	Hourly	33.30	34.68	36.03	37.39	38.88
			Bi-Weekly	2,664.00	2,774.40	2,882.40	2,991.20	3,110.40
			Monthly	5,772.00	6,011.20	6,245.20	6,480.93	6,739.20
			Annual	69,264.00	72,134.40	74,942.40	77,771.20	80,870.40
SENIOR SECRETARY	C115	Classified	Hourly	30.44	31.63	32.92	34.12	35.44
			Bi-Weekly	2,435.20	2,530.40	2,633.60	2,729.60	2,835.20
			Monthly	5,276.27	5,482.53	5,706.13	5,914.13	6,142.93
			Annual	63,315.20	65,790.40	68,473.60	70,969.60	73,715.20
SECRETARY	C110	Classified	Hourly	26.78	28.01	29.42	30.79	32.25
			Bi-Weekly	2,142.40	2,240.80	2,353.60	2,463.20	2,580.00
			Monthly	4,641.87	4,855.07	5,099.47	5,336.93	5,590.00
			Annual	55,702.40	58,260.80	61,193.60	64,043.20	67,080.00
ADMINISTRATIVE CLERK II	C105	Classified	Hourly	25.68	26.73	27.81	29.06	30.49
			Bi-Weekly	2,054.40	2,138.40	2,224.80	2,324.80	2,439.20
			Monthly	4,451.20	4,633.20	4,820.40	5,037.07	5,284.93
			Annual	53,414.40	55,598.40	57,844.80	60,444.80	63,419.20
ADMINISTRATIVE CLERK I	C100	Classified	Hourly	22.60	23.80	25.01	26.34	27.72
			Bi-Weekly	1,808.00	1,904.00	2,000.80	2,107.20	2,217.60
			Monthly	3,917.33	4,125.33	4,335.07	4,565.60	4,804.80
			Annual	47,008.00	49,504.00	52,020.80	54,787.20	57,657.60
ADMINISTRATIVE INTERN	Z120	Classified	Hourly				15.00	20.00
			Bi-Weekly				1,200.00	1,600.00
			Monthly				2,600.00	3,466.67
			Annual				31,200.00	41,600.00
MAIL CLERK	C410	Classified	Hourly			15.45	16.22	17.04
			Bi-Weekly			1,236.00	1,297.60	1,363.20
			Monthly			2,678.00	2,811.47	2,953.60
			Annual			32,136.00	33,737.60	35,443.20
CITY WIDE ENGINEERING								
SENIOR CIVIL ENGINEER	H240	Classified	Hourly	58.40	61.31	64.39	67.60	70.97
			Bi-Weekly	4,672.00	4,904.80	5,151.20	5,408.00	5,677.60
			Monthly	10,122.67	10,627.07	11,160.93	11,717.33	12,301.47
			Annual	121,472.00	127,524.80	133,931.20	140,608.00	147,617.60
ASSOCIATE CIVIL ENGINEER	T215	Classified	Hourly	47.34	49.72	52.14	54.79	57.46
			Bi-Weekly	3,787.20	3,977.60	4,171.20	4,383.20	4,596.80
			Monthly	8,205.60	8,618.13	9,037.60	9,496.93	9,959.73
			Annual	98,467.20	103,417.60	108,451.20	113,963.20	119,516.80
ASSISTANT CIVIL ENGINEER	T210	Classified	Hourly	40.78	42.89	45.08	47.26	49.62
			Bi-Weekly	3,262.40	3,431.20	3,606.40	3,780.80	3,969.60
			Monthly	7,068.53	7,434.27	7,813.87	8,191.73	8,600.80
			Annual	84,822.40	89,211.20	93,766.40	98,300.80	103,209.60

**SALARY PLAN FOR ALL CLASSIFICATIONS
(PER MUNI CODE SEC.2-4.30)
FY 2019**

ATTACHMENT II
Recommended by
Personnel Commission
on July 12, 2018
Approved by Council
on July 17, 2018

Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E	
CITY WIDE MAINTENANCE								
ELECTRICIAN II	M410	Classified	Hourly	42.56	44.26	46.00	47.95	49.93
			Bi-Weekly	3,404.80	3,540.80	3,680.00	3,836.00	3,994.40
			Monthly	7,377.07	7,671.73	7,973.33	8,311.33	8,654.53
			Annual	88,524.80	92,060.80	95,680.00	99,736.00	103,854.40
ELECTRICIAN I	M405	Classified	Hourly	38.71	40.29	41.90	43.65	45.42
			Bi-Weekly	3,096.80	3,223.20	3,352.00	3,492.00	3,633.60
			Monthly	6,709.73	6,983.60	7,262.67	7,566.00	7,872.80
			Annual	80,516.80	83,803.20	87,152.00	90,792.00	94,473.60
MAINTENANCE WORKER	M305	Classified	Hourly	28.63	29.79	31.02	32.08	33.36
			Bi-Weekly	2,290.40	2,383.20	2,481.60	2,566.40	2,668.80
			Monthly	4,962.53	5,163.60	5,376.80	5,560.53	5,782.40
			Annual	59,550.40	61,963.20	64,521.60	66,726.40	69,388.80
LABORER	M200 M300 M830 M905	Classified	Hourly	25.15	26.08	27.12	28.23	29.23
			Bi-Weekly	2,012.00	2,086.40	2,169.60	2,258.40	2,338.40
			Monthly	4,359.33	4,520.53	4,700.80	4,893.20	5,066.53
			Annual	52,312.00	54,246.40	56,409.60	58,718.40	60,798.40
CITY ATTORNEY DEPARTMENT								
ASSISTANT CITY ATTORNEY	U210	Classified	Hourly	65.46	68.73	72.17	75.78	79.57
			Bi-Weekly	5,236.80	5,498.40	5,773.60	6,062.40	6,365.60
			Monthly	11,346.40	11,913.20	12,509.47	13,135.20	13,792.13
			Annual	136,156.80	142,958.40	150,113.60	157,622.40	165,505.60
DEPUTY CITY ATTORNEY II	U205	Classified	Hourly	54.10	56.79	59.64	62.61	65.76
			Bi-Weekly	4,328.00	4,543.20	4,771.20	5,008.80	5,260.80
			Monthly	9,377.33	9,843.60	10,337.60	10,852.40	11,398.40
			Annual	112,528.00	118,123.20	124,051.20	130,228.80	136,780.80
DEPUTY CITY ATTORNEY I	U200	Classified	Hourly	49.18	51.64	54.22	56.93	59.77
			Bi-Weekly	3,934.40	4,131.20	4,337.60	4,554.40	4,781.60
			Monthly	8,524.53	8,950.93	9,398.13	9,867.87	10,360.13
			Annual	102,294.40	107,411.20	112,777.60	118,414.40	124,321.60
PARALEGAL	U195	Classified	Hourly	34.90	36.65	38.48	40.40	42.42
			Bi-Weekly	2,792.00	2,932.00	3,078.40	3,232.00	3,393.60
			Monthly	6,049.33	6,352.67	6,669.87	7,002.67	7,352.80
			Annual	72,592.00	76,232.00	80,038.40	84,032.00	88,233.60
LEGAL SECRETARY II	C935	Classified	Hourly	31.60	33.43	35.95	36.70	38.58
			Bi-Weekly	2,528.00	2,674.40	2,876.00	2,936.00	3,086.40
			Monthly	5,477.33	5,794.53	6,231.33	6,361.33	6,687.20
			Annual	65,728.00	69,534.40	74,776.00	76,336.00	80,246.40
LEGAL SECRETARY I	C930	Classified	Hourly	28.45	29.95	31.53	33.23	34.99
			Bi-Weekly	2,276.00	2,396.00	2,522.40	2,658.40	2,799.20
			Monthly	4,931.33	5,191.33	5,465.20	5,759.87	6,064.93
			Annual	59,176.00	62,296.00	65,582.40	69,118.40	72,779.20
CITY CLERK DEPARTMENT								
DEPUTY CITY CLERK	H500	Classified	Hourly	45.34	47.62	49.98	52.48	55.11
			Bi-Weekly	3,627.20	3,809.60	3,998.40	4,198.40	4,408.80
			Monthly	7,858.93	8,254.13	8,663.20	9,096.53	9,552.40
			Annual	94,307.20	99,049.60	103,958.40	109,158.40	114,628.80
CITY MANAGER DEPARTMENT								
OFFICE OF THE CITY MANAGER								
GRAPHICS AND MEDIA RELATIONS TECHNICIAN	T300	Classified	Hourly	30.42	31.90	33.59	35.27	36.98
			Bi-Weekly	2,433.60	2,552.00	2,687.20	2,821.60	2,958.40
			Monthly	5,272.80	5,529.33	5,822.27	6,113.47	6,409.87
			Annual	63,273.60	66,352.00	69,867.20	73,361.60	76,918.40
DIGITAL APPLICATIONS DEVELOPER	T470	Classified	Hourly	41.73	43.81	46.00	48.31	50.73
			Bi-Weekly	3,338.40	3,504.80	3,680.00	3,864.80	4,058.40
			Monthly	7,233.20	7,593.73	7,973.33	8,373.73	8,793.20
			Annual	86,798.40	91,124.80	95,680.00	100,484.80	105,518.40
MANAGEMENT FELLOW	U300	Classified	Hourly					23.64
			Bi-Weekly					1,891.20
			Monthly					4,097.60
			Annual					49,171.20

**SALARY PLAN FOR ALL CLASSIFICATIONS
(PER MUNI CODE SEC.2-4.30)
FY 2019**

ATTACHMENT II
Recommended by
Personnel Commission
on July 12, 2018
Approved by Council
on July 17, 2018

Classification Title	Job Code	Service Type		Step A	Step B	Step C	Step D	Step E
ECONOMIC DEVELOPMENT								
ECONOMIC DEVELOPMENT MANAGER	H710	Classified	Hourly	62.36	65.47	68.74	72.17	75.79
			Bi-Weekly	4,988.80	5,237.60	5,499.20	5,773.60	6,063.20
			Monthly	10,809.07	11,348.13	11,914.93	12,509.47	13,136.93
			Annual	129,708.80	136,177.60	142,979.20	150,113.60	157,643.20
ECONOMIC DEVELOPMENT SPECIALIST	T745	Classified	Hourly	43.86	46.07	48.32	50.78	53.26
			Bi-Weekly	3,508.80	3,685.60	3,865.60	4,062.40	4,260.80
			Monthly	7,602.40	7,985.47	8,375.47	8,801.87	9,231.73
			Annual	91,228.80	95,825.60	100,505.60	105,622.40	110,780.80
NEIGHBORHOOD PARTNERSHIP SERVICES								
NEIGHBORHOOD DEVELOPMENT MANAGER	H735	Classified	Hourly	61.75	64.82	68.06	71.46	75.04
			Bi-Weekly	4,940.00	5,185.60	5,444.80	5,716.80	6,003.20
			Monthly	10,703.33	11,235.47	11,797.07	12,386.40	13,006.93
			Annual	128,440.00	134,825.60	141,564.80	148,636.80	156,083.20
NEIGHBORHOOD PARTNERSHIP MANAGER	H730	Classified	Hourly	55.53	58.31	61.22	64.28	67.50
			Bi-Weekly	4,442.40	4,664.80	4,897.60	5,142.40	5,400.00
			Monthly	9,625.20	10,107.07	10,611.47	11,141.87	11,700.00
			Annual	115,502.40	121,284.80	127,337.60	133,702.40	140,400.00
HOUSING AUTHORITY								
HOUSING MANAGER	H715	Classified	Hourly	55.53	58.31	61.22	64.28	67.50
			Bi-Weekly	4,442.40	4,664.80	4,897.60	5,142.40	5,400.00
			Monthly	9,625.20	10,107.07	10,611.47	11,141.87	11,700.00
			Annual	115,502.40	121,284.80	127,337.60	133,702.40	140,400.00
HOUSING DEVELOPMENT SPECIALIST	T750	Classified	Hourly	43.86	46.07	48.32	50.78	53.26
			Bi-Weekly	3,508.80	3,685.60	3,865.60	4,062.40	4,260.80
			Monthly	7,602.40	7,985.47	8,375.47	8,801.87	9,231.73
			Annual	91,228.80	95,825.60	100,505.60	105,622.40	110,780.80
HOMEOWNERSHIP COORDINATOR	T710	Classified	Hourly	38.53	40.46	42.41	44.57	46.75
			Bi-Weekly	3,082.40	3,236.80	3,392.80	3,565.60	3,740.00
			Monthly	6,678.53	7,013.07	7,351.07	7,725.47	8,103.33
			Annual	80,142.40	84,156.80	88,212.80	92,705.60	97,240.00
DEVELOPMENT SERVICES DEPARTMENT								
DEVELOPMENT SERVICE ADMINISTRATION								
DEPUTY DIRECTOR OF DEVELOPMENT SERVICES	U515	Classified	Hourly	72.73	76.37	80.20	84.20	88.42
			Bi-Weekly	5,818.40	6,109.60	6,416.00	6,736.00	7,073.60
			Monthly	12,606.53	13,237.47	13,901.33	14,594.67	15,326.13
			Annual	151,278.40	158,849.60	166,816.00	175,136.00	183,913.60
BUILDING DIVISION								
CITY BUILDING OFFICIAL	H335	Classified	Hourly	64.21	67.42	70.79	74.34	78.05
			Bi-Weekly	5,136.80	5,393.60	5,663.20	5,947.20	6,244.00
			Monthly	11,129.73	11,686.13	12,270.27	12,885.60	13,528.67
			Annual	133,556.80	140,233.60	147,243.20	154,627.20	162,344.00
SUPERVISING BUILDING INSPECTOR	H330	Classified	Hourly	52.42	55.04	57.79	60.69	63.72
			Bi-Weekly	4,193.60	4,403.20	4,623.20	4,855.20	5,097.60
			Monthly	9,086.13	9,540.27	10,016.93	10,519.60	11,044.80
			Annual	109,033.60	114,483.20	120,203.20	126,235.20	132,537.60

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SENIOR BUILDING INSPECTOR/STRUCTURAL	T365	Classified	Hourly	43.33	45.64	47.94	50.20	52.71
			Bi-Weekly	3,466.40	3,651.20	3,835.20	4,016.00	4,216.80
			Monthly	7,510.53	7,910.93	8,309.60	8,701.33	9,136.40
			Annual	90,126.40	94,931.20	99,715.20	104,416.00	109,636.80
SENIOR BUILDING INSPECTOR/PLUMBING-MECHANICAL	T360	Classified	Hourly	43.33	45.64	47.94	50.20	52.71
			Bi-Weekly	3,466.40	3,651.20	3,835.20	4,016.00	4,216.80
			Monthly	7,510.53	7,910.93	8,309.60	8,701.33	9,136.40
			Annual	90,126.40	94,931.20	99,715.20	104,416.00	109,636.80
SENIOR BUILDING INSPECTOR/ELECTRICAL	T355	Classified	Hourly	43.33	45.64	47.94	50.20	52.71
			Bi-Weekly	3,466.40	3,651.20	3,835.20	4,016.00	4,216.80
			Monthly	7,510.53	7,910.93	8,309.60	8,701.33	9,136.40
			Annual	90,126.40	94,931.20	99,715.20	104,416.00	109,636.80
BUILDING INSPECTOR	T350	Classified	Hourly	37.41	39.17	41.16	43.26	46.09
			Bi-Weekly	2,992.80	3,133.60	3,292.80	3,460.80	3,687.20
			Monthly	6,484.40	6,789.47	7,134.40	7,498.40	7,988.93
			Annual	77,812.80	81,473.60	85,612.80	89,980.80	95,867.20
PLAN CHECKING ENGINEER	T335	Classified	Hourly	50.66	53.11	55.79	58.69	61.68
			Bi-Weekly	4,052.80	4,248.80	4,463.20	4,695.20	4,934.40
			Monthly	8,781.07	9,205.73	9,670.27	10,172.93	10,691.20
			Annual	105,372.80	110,468.80	116,043.20	122,075.20	128,294.40
SUPERVISING PLAN CHECKER AND EXPEDITOR	H325	Classified	Hourly	56.36	59.17	62.15	65.25	68.52
			Bi-Weekly	4,508.80	4,733.60	4,972.00	5,220.00	5,481.60
			Monthly	9,769.07	10,256.13	10,772.67	11,310.00	11,876.80
			Annual	117,228.80	123,073.60	129,272.00	135,720.00	142,521.60
SENIOR PLAN CHECKER	T330	Classified	Hourly	43.33	45.64	47.94	50.20	52.71
			Bi-Weekly	3,466.40	3,651.20	3,835.20	4,016.00	4,216.80
			Monthly	7,510.53	7,910.93	8,309.60	8,701.33	9,136.40
			Annual	90,126.40	94,931.20	99,715.20	104,416.00	109,636.80
PLAN CHECKER	T325	Classified	Hourly	39.40	41.48	43.58	45.66	47.93
			Bi-Weekly	3,152.00	3,318.40	3,486.40	3,652.80	3,834.40
			Monthly	6,829.33	7,189.87	7,553.87	7,914.40	8,307.87
			Annual	81,952.00	86,278.40	90,646.40	94,972.80	99,694.40
SUPERVISING PERMIT TECHNICIAN	H340	Classified	Hourly	37.50	39.38	41.34	43.41	45.58
			Bi-Weekly	3,000.00	3,150.40	3,307.20	3,472.80	3,646.40
			Monthly	6,500.00	6,825.87	7,165.60	7,524.40	7,900.53
			Annual	78,000.00	81,910.40	85,987.20	90,292.80	94,806.40
SENIOR PERMIT TECHNICIAN	C205	Classified	Hourly	35.19	36.64	38.06	39.72	41.74
			Bi-Weekly	2,815.20	2,931.20	3,044.80	3,177.60	3,339.20
			Monthly	6,099.60	6,350.93	6,597.07	6,884.80	7,234.93
			Annual	73,195.20	76,211.20	79,164.80	82,617.60	86,819.20
PERMIT TECHNICIAN II	C200	Classified	Hourly	31.73	32.99	34.32	35.81	37.62
			Bi-Weekly	2,538.40	2,639.20	2,745.60	2,864.80	3,009.60
			Monthly	5,499.87	5,718.27	5,948.80	6,207.07	6,520.80
			Annual	65,998.40	68,619.20	71,385.60	74,484.80	78,249.60
PERMIT TECHNICIAN I	C199	Classified	Hourly	28.84	29.99	31.20	32.54	34.20
			Bi-Weekly	2,307.20	2,399.20	2,496.00	2,603.20	2,736.00
			Monthly	4,998.93	5,198.27	5,408.00	5,640.27	5,928.00
			Annual	59,987.20	62,379.20	64,896.00	67,683.20	71,136.00
PLANNING DIVISION								
PLANNING MANAGER	H320	Classified	Hourly	64.43	67.63	71.01	74.56	78.30
			Bi-Weekly	5,154.40	5,410.40	5,680.80	5,964.80	6,264.00
			Monthly	11,167.87	11,722.53	12,308.40	12,923.73	13,572.00
			Annual	134,014.40	140,670.40	147,700.80	155,084.80	162,864.00
PRINCIPAL PLANNER	H315	Classified	Hourly	55.53	58.31	61.22	64.28	67.50
			Bi-Weekly	4,442.40	4,664.80	4,897.60	5,142.40	5,400.00
			Monthly	9,625.20	10,107.07	10,611.47	11,141.87	11,700.00
			Annual	115,502.40	121,284.80	127,337.60	133,702.40	140,400.00
SENIOR PLANNER	H310	Classified	Hourly	49.75	52.23	54.85	57.59	60.47
			Bi-Weekly	3,980.00	4,178.40	4,388.00	4,607.20	4,837.60
			Monthly	8,623.33	9,053.20	9,507.33	9,982.27	10,481.47
			Annual	103,480.00	108,638.40	114,088.00	119,787.20	125,777.60
ASSOCIATE PLANNER	T315	Classified	Hourly	43.99	46.15	48.44	50.93	53.37
			Bi-Weekly	3,519.20	3,692.00	3,875.20	4,074.40	4,269.60
			Monthly	7,624.93	7,999.33	8,396.27	8,827.87	9,250.80
			Annual	91,499.20	95,992.00	100,755.20	105,934.40	111,009.60

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ASSISTANT PLANNER	T310	Classified	Hourly	36.10	37.86	39.90	41.85	43.99
			Bi-Weekly	2,888.00	3,028.80	3,192.00	3,348.00	3,519.20
			Monthly	6,257.33	6,562.40	6,916.00	7,254.00	7,624.93
			Annual	75,088.00	78,748.80	82,992.00	87,048.00	91,499.20
JUNIOR PLANNER	T305	Classified	Hourly	32.00	33.69	35.28	37.04	38.85
			Bi-Weekly	2,560.00	2,695.20	2,822.40	2,963.20	3,108.00
			Monthly	5,546.67	5,839.60	6,115.20	6,420.27	6,734.00
			Annual	66,560.00	70,075.20	73,382.40	77,043.20	80,808.00
DEVELOPMENT REVIEW SPECIALIST	T320	Classified	Hourly	38.47	40.33	42.52	44.61	46.88
			Bi-Weekly	3,077.60	3,226.40	3,401.60	3,568.80	3,750.40
			Monthly	6,668.13	6,990.53	7,370.13	7,732.40	8,125.87
			Annual	80,017.60	83,886.40	88,441.60	92,788.80	97,510.40
LANDSCAPE ARCHITECT	H300	Classified	Hourly	58.64	61.56	64.64	67.88	71.28
			Bi-Weekly	4,691.20	4,924.80	5,171.20	5,430.40	5,702.40
			Monthly	10,164.27	10,670.40	11,204.27	11,765.87	12,355.20
			Annual	121,971.20	128,044.80	134,451.20	141,190.40	148,262.40
CODE ENFORCEMENT DIVISION								
CODE ENFORCEMENT MANAGER	H703	Classified	Hourly	50.74	53.28	55.94	58.74	61.67
			Bi-Weekly	4,059.20	4,262.40	4,475.20	4,699.20	4,933.60
			Monthly	8,794.93	9,235.20	9,696.27	10,181.60	10,689.47
			Annual	105,539.20	110,822.40	116,355.20	122,179.20	128,273.60
CODE ENFORCEMENT SUPERVISOR	H700	Classified	Hourly	44.11	46.32	48.65	51.07	53.63
			Bi-Weekly	3,528.80	3,705.60	3,892.00	4,085.60	4,290.40
			Monthly	7,645.73	8,028.80	8,432.67	8,852.13	9,295.87
			Annual	91,748.80	96,345.60	101,192.00	106,225.60	111,550.40
SENIOR CODE ENFORCEMENT INSPECTOR	T610	Classified	Hourly	39.73	41.72	43.80	45.99	48.29
			Bi-Weekly	3,178.40	3,337.60	3,504.00	3,679.20	3,863.20
			Monthly	6,886.53	7,231.47	7,592.00	7,971.60	8,370.27
			Annual	82,638.40	86,777.60	91,104.00	95,659.20	100,443.20
CODE ENFORCEMENT INSPECTOR II	T605	Classified	Hourly	36.11	37.91	39.81	41.80	43.89
			Bi-Weekly	2,888.80	3,032.80	3,184.80	3,344.00	3,511.20
			Monthly	6,259.07	6,571.07	6,900.40	7,245.33	7,607.60
			Annual	75,108.80	78,852.80	82,804.80	86,944.00	91,291.20
CODE ENFORCEMENT INSPECTOR I	T600	Classified	Hourly	32.82	34.47	36.18	37.99	39.90
			Bi-Weekly	2,625.60	2,757.60	2,894.40	3,039.20	3,192.00
			Monthly	5,688.80	5,974.80	6,271.20	6,584.93	6,916.00
			Annual	68,265.60	71,697.60	75,254.40	79,019.20	82,992.00
FINANCE DEPARTMENT								
ADMINISTRATION DIVISION								
DEPUTY DIRECTOR OF FINANCE	U500	Classified	Hourly	66.44	69.76	73.26	76.92	80.75
			Bi-Weekly	5,315.20	5,580.80	5,860.80	6,153.60	6,460.00
			Monthly	11,516.27	12,091.73	12,698.40	13,332.80	13,996.67
			Annual	138,195.20	145,100.80	152,380.80	159,993.60	167,960.00
BUDGET OFFICER	H170	Classified	Hourly	52.22	54.85	57.58	60.46	63.47
			Bi-Weekly	4,177.60	4,388.00	4,606.40	4,836.80	5,077.60
			Monthly	9,051.47	9,507.33	9,980.53	10,479.73	11,001.47
			Annual	108,617.60	114,088.00	119,766.40	125,756.80	132,017.60
FINANCIAL ANALYST	H165	Classified	Hourly	45.53	47.79	50.18	52.68	55.32
			Bi-Weekly	3,642.40	3,823.20	4,014.40	4,214.40	4,425.60
			Monthly	7,891.87	8,283.60	8,697.87	9,131.20	9,588.80
			Annual	94,702.40	99,403.20	104,374.40	109,574.40	115,065.60
FINANCE TECHNICIAN	C320	Classified	Hourly	33.94	35.63	37.42	39.28	41.26
			Bi-Weekly	2,715.20	2,850.40	2,993.60	3,142.40	3,300.80
			Monthly	5,882.93	6,175.87	6,486.13	6,808.53	7,151.73
			Annual	70,595.20	74,110.40	77,833.60	81,702.40	85,820.80

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ACCOUNTING DIVISION								
ACCOUNTING MANAGER	H150	Classified	Hourly	60.41	63.42	66.58	69.91	73.41
			Bi-Weekly	4,832.80	5,073.60	5,326.40	5,592.80	5,872.80
			Monthly	10,471.07	10,992.80	11,540.53	12,117.73	12,724.40
			Annual	125,652.80	131,913.60	138,486.40	145,412.80	152,692.80
SENIOR ACCOUNTANT	H145	Classified	Hourly	45.80	48.07	50.46	52.99	55.63
			Bi-Weekly	3,664.00	3,845.60	4,036.80	4,239.20	4,450.40
			Monthly	7,938.67	8,332.13	8,746.40	9,184.93	9,642.53
			Annual	95,264.00	99,985.60	104,956.80	110,219.20	115,710.40
ACCOUNTANT	H140	Classified	Hourly	41.61	43.69	45.86	48.16	50.57
			Bi-Weekly	3,328.80	3,495.20	3,668.80	3,852.80	4,045.60
			Monthly	7,212.40	7,572.93	7,949.07	8,347.73	8,765.47
			Annual	86,548.80	90,875.20	95,388.80	100,172.80	105,185.60
SENIOR ACCOUNT CLERK	C305	Classified	Hourly	29.38	30.81	32.15	33.70	35.27
			Bi-Weekly	2,350.40	2,464.80	2,572.00	2,696.00	2,821.60
			Monthly	5,092.53	5,340.40	5,572.67	5,841.33	6,113.47
			Annual	61,110.40	64,084.80	66,872.00	70,096.00	73,361.60
ACCOUNT CLERK	C300	Classified	Hourly	26.77	27.97	29.28	30.63	32.17
			Bi-Weekly	2,141.60	2,237.60	2,342.40	2,450.40	2,573.60
			Monthly	4,640.13	4,848.13	5,075.20	5,309.20	5,576.13
			Annual	55,681.60	58,177.60	60,902.40	63,710.40	66,913.60
REVENUE DIVISION								
REVENUE MANAGER	H160	Classified	Hourly	60.41	63.42	66.58	69.91	73.41
			Bi-Weekly	4,832.80	5,073.60	5,326.40	5,592.80	5,872.80
			Monthly	10,471.07	10,992.80	11,540.53	12,117.73	12,724.40
			Annual	125,652.80	131,913.60	138,486.40	145,412.80	152,692.80
FINANCE SUPERVISOR	H155	Classified	Hourly	45.02	47.28	49.63	52.11	54.71
			Bi-Weekly	3,601.60	3,782.40	3,970.40	4,168.80	4,376.80
			Monthly	7,803.47	8,195.20	8,602.53	9,032.40	9,483.07
			Annual	93,641.60	98,342.40	103,230.40	108,388.80	113,796.80
SUPERVISING CUSTOMER ACCOUNT CLERK	C332	Classified	Hourly	31.92	33.52	35.17	36.94	38.79
			Bi-Weekly	2,553.60	2,681.60	2,813.60	2,955.20	3,103.20
			Monthly	5,532.80	5,810.13	6,096.13	6,402.93	6,723.60
			Annual	66,393.60	69,721.60	73,153.60	76,835.20	80,683.20
SENIOR CUSTOMER ACCOUNT CLERK	C330	Classified	Hourly	29.38	30.81	32.15	33.70	35.27
			Bi-Weekly	2,350.40	2,464.80	2,572.00	2,696.00	2,821.60
			Monthly	5,092.53	5,340.40	5,572.67	5,841.33	6,113.47
			Annual	61,110.40	64,084.80	66,872.00	70,096.00	73,361.60
CUSTOMER ACCOUNT CLERK	C325	Classified	Hourly	26.77	27.97	29.28	30.63	32.17
			Bi-Weekly	2,141.60	2,237.60	2,342.40	2,450.40	2,573.60
			Monthly	4,640.13	4,848.13	5,075.20	5,309.20	5,576.13
			Annual	55,681.60	58,177.60	60,902.40	63,710.40	66,913.60
MAIL AND REVENUE CLERK	C322	Classified	Hourly	22.60	23.80	25.01	26.34	27.72
			Bi-Weekly	1,808.00	1,904.00	2,000.80	2,107.20	2,217.60
			Monthly	3,917.33	4,125.33	4,335.07	4,565.60	4,804.80
			Annual	47,008.00	49,504.00	52,020.80	54,787.20	57,657.60
PURCHASING DIVISION								
PURCHASING AND SERVICES MANAGER	H180	Classified	Hourly	52.21	54.82	57.56	60.43	63.44
			Bi-Weekly	4,176.80	4,385.60	4,604.80	4,834.40	5,075.20
			Monthly	9,049.73	9,502.13	9,977.07	10,474.53	10,996.27
			Annual	108,596.80	114,025.60	119,724.80	125,694.40	131,955.20
PURCHASING TECHNICIAN	C345	Classified	Hourly	30.87	32.42	34.02	35.70	37.50
			Bi-Weekly	2,469.60	2,593.60	2,721.60	2,856.00	3,000.00
			Monthly	5,350.80	5,619.47	5,896.80	6,188.00	6,500.00
			Annual	64,209.60	67,433.60	70,761.60	74,256.00	78,000.00
MAIL AND PURCHASING CLERK	C335	Classified	Hourly	24.05	25.27	26.44	27.82	29.19
			Bi-Weekly	1,924.00	2,021.60	2,115.20	2,225.60	2,335.20
			Monthly	4,168.67	4,380.13	4,582.93	4,822.13	5,059.60
			Annual	50,024.00	52,561.60	54,995.20	57,865.60	60,715.20

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Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E
FIRE DEPARTMENT							
SWORN							
DEPUTY FIRE CHIEF (40 HR)	F600	Classified	Hourly	87.70	92.09	96.69	101.53
			Bi-Weekly	7,016.00	7,367.20	7,735.20	8,122.40
			Monthly	15,201.33	15,962.27	16,759.60	17,598.53
			Annual	182,416.00	191,547.20	201,115.20	211,182.40
FIRE MARSHAL (40 HR)	F400	Classified	Hourly	79.73	83.72	87.90	92.30
			Bi-Weekly	6,378.40	6,697.60	7,032.00	7,384.00
			Monthly	13,819.87	14,511.47	15,236.00	15,998.67
			Annual	165,838.40	174,137.60	182,832.00	191,984.00
FIRE TRAINING OFFICER (40 HR)	F420	Classified	Hourly	79.73	83.72	87.90	92.30
			Bi-Weekly	6,378.40	6,697.60	7,032.00	7,384.00
			Monthly	13,819.87	14,511.47	15,236.00	15,998.67
			Annual	165,838.40	174,137.60	182,832.00	191,984.00
BATTALION CHIEF (56 HR)	F410	Classified	Hourly	51.77	54.36	57.08	59.94
			Bi-Weekly	5,798.24	6,088.32	6,392.96	6,713.28
			Monthly	12,562.85	13,191.36	13,851.41	14,545.44
			Annual	150,754.24	158,296.32	166,216.96	174,545.28
BATTALION CHIEF (40 HR)	F415	Classified	Hourly	72.47	76.10	79.91	83.91
			Bi-Weekly	5,797.60	6,088.00	6,392.80	6,712.80
			Monthly	12,561.47	13,190.67	13,851.07	14,544.40
			Annual	150,737.60	158,288.00	166,212.80	174,532.80
STAFF FIRE CAPTAIN (40 HR)	F240	Classified	Hourly			69.79	73.28
			Bi-Weekly			5,583.20	5,862.40
			Monthly			12,096.93	12,701.87
			Annual			145,163.20	152,422.40
STAFF FIRE CAPTAIN - EMT (40 HR)	F241	Classified	Hourly			64.62	67.85
			Bi-Weekly			5,169.60	5,428.00
			Monthly			11,200.80	11,760.67
			Annual			134,409.60	141,128.00
FIRE CAPTAIN (56 HR)	F245	Classified	Hourly			45.31	47.57
			Bi-Weekly			5,074.72	5,327.84
			Monthly			10,995.23	11,543.65
			Annual			131,942.72	138,523.84
FIRE CAPTAIN (40 HR)	F250	Classified	Hourly			63.44	66.61
			Bi-Weekly			5,075.20	5,328.80
			Monthly			10,996.27	11,545.73
			Annual			131,955.20	138,548.80
FIRE PREVENTION INSPECTOR (56 HR)	F225	Classified	Hourly	38.39	40.30	42.31	44.43
			Bi-Weekly	4,299.68	4,513.60	4,738.72	4,976.16
			Monthly	9,315.97	9,779.47	10,267.23	10,781.68
			Annual	111,791.68	117,353.60	123,206.72	129,380.16
FIRE PREVENTION INSPECTOR - EMT (40 HR)	F221	Classified	Hourly	49.73	52.22	54.84	57.58
			Bi-Weekly	3,978.40	4,177.60	4,387.20	4,606.40
			Monthly	8,619.87	9,051.47	9,505.60	9,980.53
			Annual	103,438.40	108,617.60	114,067.20	119,766.40
FIRE PREVENTION INSPECTOR (40 HR)	F220	Classified	Hourly	53.70	56.40	59.22	62.18
			Bi-Weekly	4,296.00	4,512.00	4,737.60	4,974.40
			Monthly	9,308.00	9,776.00	10,264.80	10,777.87
			Annual	111,696.00	117,312.00	123,177.60	129,334.40
APPARATUS OPERATOR (56 HR)	F210	Classified	Hourly	36.35	38.16	40.08	42.08
			Bi-Weekly	4,071.20	4,273.92	4,488.96	4,712.96
			Monthly	8,820.93	9,260.16	9,726.08	10,211.41
			Annual	105,851.20	111,121.92	116,712.96	122,536.96
APPARATUS OPERATOR - EMT (56 HR)	F211	Classified	Hourly	33.66	35.33	37.11	38.96
			Bi-Weekly	3,769.92	3,956.96	4,156.32	4,363.52
			Monthly	8,168.16	8,573.41	9,005.36	9,454.29
			Annual	98,017.92	102,880.96	108,064.32	113,451.52
APPARATUS OPERATOR (40 HR)	F215	Classified	Hourly	50.84	53.38	56.05	58.85
			Bi-Weekly	4,067.20	4,270.40	4,484.00	4,708.00
			Monthly	8,812.27	9,252.53	9,715.33	10,200.67
			Annual	105,747.20	111,030.40	116,584.00	122,408.00
FIREFIGHTER (56 HR)	F200	Classified	Hourly	34.25	35.97	37.77	39.66
			Bi-Weekly	3,836.00	4,028.64	4,230.24	4,441.92
			Monthly	8,311.33	8,728.72	9,165.52	9,624.16
			Annual	99,736.00	104,744.64	109,986.24	115,489.92
FIREFIGHTER (40 HR)	F205	Classified	Hourly	47.97	50.36	52.87	55.52
			Bi-Weekly	3,837.60	4,028.80	4,229.60	4,441.60
			Monthly	8,314.80	8,729.07	9,164.13	9,623.47
			Annual	99,777.60	104,748.80	109,969.60	115,481.60
FIREFIGHTER TRAINEE (40 HR)	F100	Classified	Hourly	43.61	45.78		
			Bi-Weekly	3,488.80	3,662.40		
			Monthly	7,559.07	7,935.20		
			Annual	90,708.80	95,222.40		

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PROFESSIONAL STAFF								
HAZARDOUS MATERIALS PROGRAM COORDINATOR	H590	Classified	Hourly	54.78	57.52	60.39	63.42	66.58
			Bi-Weekly	4,382.40	4,601.60	4,831.20	5,073.60	5,326.40
			Monthly	9,495.20	9,970.13	10,467.60	10,992.80	11,540.53
			Annual	113,942.40	119,641.60	125,611.20	131,913.60	138,486.40
FIRE PROTECTION ENGINEER	T510	Classified	Hourly	50.66	53.11	55.79	58.69	61.68
			Bi-Weekly	4,052.80	4,248.80	4,463.20	4,695.20	4,934.40
			Monthly	8,781.07	9,205.73	9,670.27	10,172.93	10,691.20
			Annual	105,372.80	110,468.80	116,043.20	122,075.20	128,294.40
EMERGENCY MEDICAL SERVICES COORDINATOR	H585	Classified	Hourly	49.82	52.32	54.93	57.67	60.56
			Bi-Weekly	3,985.60	4,185.60	4,394.40	4,613.60	4,844.80
			Monthly	8,635.47	9,068.80	9,521.20	9,996.13	10,497.07
			Annual	103,625.60	108,825.60	114,254.40	119,953.60	125,964.80
ENVIRONMENTAL SPECIALIST	T505	Classified	Hourly	44.81	47.05	49.41	51.87	54.47
			Bi-Weekly	3,584.80	3,764.00	3,952.80	4,149.60	4,357.60
			Monthly	7,767.07	8,155.33	8,564.40	8,990.80	9,441.47
			Annual	93,204.80	97,864.00	102,772.80	107,889.60	113,297.60
HAZARDOUS MATERIALS INSPECTOR	T500	Classified	Hourly	42.69	44.82	47.06	49.43	51.87
			Bi-Weekly	3,415.20	3,585.60	3,764.80	3,954.40	4,149.60
			Monthly	7,399.60	7,768.80	8,157.07	8,567.87	8,990.80
			Annual	88,795.20	93,225.60	97,884.80	102,814.40	107,889.60
FIRE SERVICES SUPERVISOR	H580	Classified	Hourly	49.86	52.36	54.97	57.72	60.61
			Bi-Weekly	3,988.80	4,188.80	4,397.60	4,617.60	4,848.80
			Monthly	8,642.40	9,075.73	9,528.13	10,004.80	10,505.73
			Annual	103,708.80	108,908.80	114,337.60	120,057.60	126,068.80
SENIOR FIRE TECHNICIAN	C260	Classified	Hourly	35.19	36.64	38.06	39.72	41.74
			Bi-Weekly	2,815.20	2,931.20	3,044.80	3,177.60	3,339.20
			Monthly	6,099.60	6,350.93	6,597.07	6,884.80	7,234.93
			Annual	73,195.20	76,211.20	79,164.80	82,617.60	86,819.20
FIRE TECHNICIAN II	C255	Classified	Hourly	30.96	32.50	34.12	35.84	37.62
			Bi-Weekly	2,476.80	2,600.00	2,729.60	2,867.20	3,009.60
			Monthly	5,366.40	5,633.33	5,914.13	6,212.27	6,520.80
			Annual	64,396.80	67,600.00	70,969.60	74,547.20	78,249.60
FIRE TECHNICIAN I	C250	Classified	Hourly	28.12	29.53	31.01	32.56	34.19
			Bi-Weekly	2,249.60	2,362.40	2,480.80	2,604.80	2,735.20
			Monthly	4,874.13	5,118.53	5,375.07	5,643.73	5,926.27
			Annual	58,489.60	61,422.40	64,500.80	67,724.80	71,115.20
HUMAN RESOURCES DEPARTMENT								
DEPUTY DIRECTOR OF HUMAN RESOURCES	U520	Classified	Hourly	66.44	69.76	73.26	76.92	80.75
			Bi-Weekly	5,315.20	5,580.80	5,860.80	6,153.60	6,460.00
			Monthly	11,516.27	12,091.73	12,698.40	13,332.80	13,996.67
			Annual	138,195.20	145,100.80	152,380.80	159,993.60	167,960.00
HUMAN RESOURCES MANAGER	U135	Classified	Hourly	50.06	52.56	55.19	57.95	60.84
			Bi-Weekly	4,004.80	4,204.80	4,415.20	4,636.00	4,867.20
			Monthly	8,677.07	9,110.40	9,566.27	10,044.67	10,545.60
			Annual	104,124.80	109,324.80	114,795.20	120,536.00	126,547.20
SENIOR HUMAN RESOURCES ANALYST	U120	Classified	Hourly	49.86	52.33	54.96	57.71	60.58
			Bi-Weekly	3,988.80	4,186.40	4,396.80	4,616.80	4,846.40
			Monthly	8,642.40	9,070.53	9,526.40	10,003.07	10,500.53
			Annual	103,708.80	108,846.40	114,316.80	120,036.80	126,006.40
HUMAN RESOURCES ANALYST II	U115	Classified	Hourly	45.34	47.61	49.99	52.48	55.10
			Bi-Weekly	3,627.20	3,808.80	3,999.20	4,198.40	4,408.00
			Monthly	7,858.93	8,252.40	8,664.93	9,096.53	9,550.67
			Annual	94,307.20	99,028.80	103,979.20	109,158.40	114,608.00
HUMAN RESOURCES ANALYST I	U110	Classified	Hourly	41.22	43.29	45.44	47.71	50.10
			Bi-Weekly	3,297.60	3,463.20	3,635.20	3,816.80	4,008.00
			Monthly	7,144.80	7,503.60	7,876.27	8,269.73	8,684.00
			Annual	85,737.60	90,043.20	94,515.20	99,236.80	104,208.00
HUMAN RESOURCES TECHNICIAN	U100	Classified	Hourly	30.03	31.54	33.11	34.75	36.49
			Bi-Weekly	2,402.40	2,523.20	2,648.80	2,780.00	2,919.20
			Monthly	5,205.20	5,466.93	5,739.07	6,023.33	6,324.93
			Annual	62,462.40	65,603.20	68,868.80	72,280.00	75,899.20
HUMAN RESOURCES ADMINISTRATIVE ASSISTANT	U105	Classified	Hourly	33.74	35.42	37.19	39.05	41.01
			Bi-Weekly	2,699.20	2,833.60	2,975.20	3,124.00	3,280.80
			Monthly	5,848.27	6,139.47	6,446.27	6,768.67	7,108.40
			Annual	70,179.20	73,673.60	77,355.20	81,224.00	85,300.80

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LIBRARY AND COMMUNITY SERVICES DEPARTMENT								
COMMUNITY SERVICES								
COMMUNITY SERVICES MANAGER	H745	Classified	Hourly	62.55	65.67	68.96	72.42	76.03
			Bi-Weekly	5,004.00	5,253.60	5,516.80	5,793.60	6,082.40
			Monthly	10,842.00	11,382.80	11,953.07	12,552.80	13,178.53
			Annual	130,104.00	136,593.60	143,436.80	150,633.60	158,142.40
COMMUNITY PROGRAMS SPECIALIST	T705	Classified	Hourly	40.42	42.52	44.68	46.88	49.17
			Bi-Weekly	3,233.60	3,401.60	3,574.40	3,750.40	3,933.60
			Monthly	7,006.13	7,370.13	7,744.53	8,125.87	8,522.80
			Annual	84,073.60	88,441.60	92,934.40	97,510.40	102,273.60
SENIOR PROPERTY REHABILITATION SPECIALIST	T730	Classified	Hourly	44.45	46.76	49.14	51.56	54.08
			Bi-Weekly	3,556.00	3,740.80	3,931.20	4,124.80	4,326.40
			Monthly	7,704.67	8,105.07	8,517.60	8,937.07	9,373.87
			Annual	92,456.00	97,260.80	102,211.20	107,244.80	112,486.40
PROPERTY REHABILITATION SPECIALIST	T725	Classified	Hourly	40.42	42.52	44.68	46.88	49.17
			Bi-Weekly	3,233.60	3,401.60	3,574.40	3,750.40	3,933.60
			Monthly	7,006.13	7,370.13	7,744.53	8,125.87	8,522.80
			Annual	84,073.60	88,441.60	92,934.40	97,510.40	102,273.60
PARATRANSIT COORDINATOR	T715	Classified	Hourly	38.53	40.46	42.41	44.57	46.75
			Bi-Weekly	3,082.40	3,236.80	3,392.80	3,565.60	3,740.00
			Monthly	6,678.53	7,013.07	7,351.07	7,725.47	8,103.33
			Annual	80,142.40	84,156.80	88,212.80	92,705.60	97,240.00
EDUCATION SERVICES MANAGER	H760	Classified	Hourly	43.21	45.36	47.63	50.00	52.50
			Bi-Weekly	3,456.80	3,628.80	3,810.40	4,000.00	4,200.00
			Monthly	7,489.73	7,862.40	8,255.87	8,666.67	9,100.00
			Annual	89,876.80	94,348.80	99,070.40	104,000.00	109,200.00
EDUCATIONAL SERVICES COORDINATOR	T780	Classified	Hourly	30.03	31.54	33.13	34.78	36.52
			Bi-Weekly	2,402.40	2,523.20	2,650.40	2,782.40	2,921.60
			Monthly	5,205.20	5,466.93	5,742.53	6,028.53	6,330.13
			Annual	62,462.40	65,603.20	68,910.40	72,342.40	75,961.60
LIBRARY SERVICES DIVISION								
LIBRARY OPERATIONS MANAGER	H755	Classified	Hourly	43.21	45.36	47.63	50.00	52.50
			Bi-Weekly	3,456.80	3,628.80	3,810.40	4,000.00	4,200.00
			Monthly	7,489.73	7,862.40	8,255.87	8,666.67	9,100.00
			Annual	89,876.80	94,348.80	99,070.40	104,000.00	109,200.00
SUPERVISING LIBRARIAN I	H750	Classified	Hourly	43.21	45.36	47.63	50.00	52.50
			Bi-Weekly	3,456.80	3,628.80	3,810.40	4,000.00	4,200.00
			Monthly	7,489.73	7,862.40	8,255.87	8,666.67	9,100.00
			Annual	89,876.80	94,348.80	99,070.40	104,000.00	109,200.00
LIBRARIAN II	T795	Classified	Hourly	33.89	35.59	37.31	39.20	41.05
			Bi-Weekly	2,711.20	2,847.20	2,984.80	3,136.00	3,284.00
			Monthly	5,874.27	6,168.93	6,467.07	6,794.67	7,115.33
			Annual	70,491.20	74,027.20	77,604.80	81,536.00	85,384.00
LIBRARIAN I	T790	Classified	Hourly	30.73	32.28	33.89	35.50	37.32
			Bi-Weekly	2,458.40	2,582.40	2,711.20	2,840.00	2,985.60
			Monthly	5,326.53	5,595.20	5,874.27	6,153.33	6,468.80
			Annual	63,918.40	67,142.40	70,491.20	73,840.00	77,625.60

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LEAD LIBRARY ASSISTANT	C520	Classified	Hourly	29.47	30.96	32.43	34.03	35.81
			Bi-Weekly	2,357.60	2,476.80	2,594.40	2,722.40	2,864.80
			Monthly	5,108.13	5,366.40	5,621.20	5,898.53	6,207.07
			Annual	61,297.60	64,396.80	67,454.40	70,782.40	74,484.80
SENIOR LIBRARY ASSISTANT	C515	Classified	Hourly	27.21	28.41	29.71	31.03	32.52
			Bi-Weekly	2,176.80	2,272.80	2,376.80	2,482.40	2,601.60
			Monthly	4,716.40	4,924.40	5,149.73	5,378.53	5,636.80
			Annual	56,596.80	59,092.80	61,796.80	64,542.40	67,641.60
LIBRARY ASSISTANT	C510	Classified	Hourly	24.66	25.79	26.96	28.20	29.53
			Bi-Weekly	1,972.80	2,063.20	2,156.80	2,256.00	2,362.40
			Monthly	4,274.40	4,470.27	4,673.07	4,888.00	5,118.53
			Annual	51,292.80	53,643.20	56,076.80	58,656.00	61,422.40

SENIOR LIBRARY PAGE (.6 FTE)	C505	Classified	Hourly					17.90
			Bi-Weekly					859.20
			Monthly					1,861.60
			Annual					22,339.20
LIBRARY PAGE (.3 FTE)	C500	Classified	Hourly					16.35
			Bi-Weekly					392.40
			Monthly					850.20
			Annual					10,202.40

LITERACY PROGRAM COORDINATOR	T785	Classified	Hourly	30.07	31.59	33.16	34.74	36.52
			Bi-Weekly	2,405.60	2,527.20	2,652.80	2,779.20	2,921.60
			Monthly	5,212.13	5,475.60	5,747.73	6,021.60	6,330.13
			Annual	62,545.60	65,707.20	68,972.80	72,259.20	75,961.60

LEAD PROGRAM ASSISTANT	C508	Classified	Hourly	29.47	30.96	32.43	34.03	35.81
			Bi-Weekly	2,357.60	2,476.80	2,594.40	2,722.40	2,864.80
			Monthly	5,108.13	5,366.40	5,621.20	5,898.53	6,207.07
			Annual	61,297.60	64,396.80	67,454.40	70,782.40	74,484.80
PROGRAM ASSISTANT	C506	Classified	Hourly	22.80	23.95	25.14	26.40	27.73
			Bi-Weekly	1,824.00	1,916.00	2,011.20	2,112.00	2,218.40
			Monthly	3,952.00	4,151.33	4,357.60	4,576.00	4,806.53
			Annual	47,424.00	49,816.00	52,291.20	54,912.00	57,678.40

MAINTENANCE SERVICES DEPARTMENT

FACILITIES MANAGEMENT								
FACILITIES AND BUILDING MANAGER	H605	Classified	Hourly	54.78	57.50	60.38	63.41	66.58
			Bi-Weekly	4,382.40	4,600.00	4,830.40	5,072.80	5,326.40
			Monthly	9,495.20	9,966.67	10,465.87	10,991.07	11,540.53
			Annual	113,942.40	119,600.00	125,590.40	131,892.80	138,486.40
FACILITIES LEADWORKER	M135	Classified	Hourly	47.09	48.96	50.86	52.96	55.23
			Bi-Weekly	3,767.20	3,916.80	4,068.80	4,236.80	4,418.40
			Monthly	8,162.27	8,486.40	8,815.73	9,179.73	9,573.20
			Annual	97,947.20	101,836.80	105,788.80	110,156.80	114,878.40

HVAC MECHANIC	M140	Classified	Hourly	42.56	44.26	46.00	47.95	49.93
			Bi-Weekly	3,404.80	3,540.80	3,680.00	3,836.00	3,994.40
			Monthly	7,377.07	7,671.73	7,973.33	8,311.33	8,654.53
			Annual	88,524.80	92,060.80	95,680.00	99,736.00	103,854.40

FACILITIES PAINTER II	M130	Classified	Hourly	34.74	36.16	37.57	39.13	40.76
			Bi-Weekly	2,779.20	2,892.80	3,005.60	3,130.40	3,260.80
			Monthly	6,021.60	6,267.73	6,512.13	6,782.53	7,065.07
			Annual	72,259.20	75,212.80	78,145.60	81,390.40	84,780.80
FACILITIES PAINTER I	M125	Classified	Hourly	31.61	32.89	34.22	35.65	37.06
			Bi-Weekly	2,528.80	2,631.20	2,737.60	2,852.00	2,964.80
			Monthly	5,479.07	5,700.93	5,931.47	6,179.33	6,423.73
			Annual	65,748.80	68,411.20	71,177.60	74,152.00	77,084.80

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FACILITIES CARPENTER II	M120	Classified	Hourly	34.60	35.97	37.48	39.03	40.65
			Bi-Weekly	2,768.00	2,877.60	2,998.40	3,122.40	3,252.00
			Monthly	5,997.33	6,234.80	6,496.53	6,765.20	7,046.00
			Annual	71,968.00	74,817.60	77,958.40	81,182.40	84,552.00
FACILITIES CARPENTER I	M115	Classified	Hourly	31.48	32.77	34.12	35.50	36.99
			Bi-Weekly	2,518.40	2,621.60	2,729.60	2,840.00	2,959.20
			Monthly	5,456.53	5,680.13	5,914.13	6,153.33	6,411.60
			Annual	65,478.40	68,161.60	70,969.60	73,840.00	76,939.20
FACILITIES SERVICEWORKER II	M110	Classified	Hourly	25.57	26.58	27.68	28.64	29.79
			Bi-Weekly	2,045.60	2,126.40	2,214.40	2,291.20	2,383.20
			Monthly	4,432.13	4,607.20	4,797.87	4,964.27	5,163.60
			Annual	53,185.60	55,286.40	57,574.40	59,571.20	61,963.20
FACILITIES SERVICEWORKER I	M105	Classified	Hourly	23.29	24.14	25.09	26.13	27.06
			Bi-Weekly	1,863.20	1,931.20	2,007.20	2,090.40	2,164.80
			Monthly	4,036.93	4,184.27	4,348.93	4,529.20	4,690.40
			Annual	48,443.20	50,211.20	52,187.20	54,350.40	56,284.80
FLEET MANAGEMENT DIVISION								
FLEET MAINTENANCE MANAGER	H635	Classified	Hourly	54.78	57.50	60.38	63.41	66.58
			Bi-Weekly	4,382.40	4,600.00	4,830.40	5,072.80	5,326.40
			Monthly	9,495.20	9,966.67	10,465.87	10,991.07	11,540.53
			Annual	113,942.40	119,600.00	125,590.40	131,892.80	138,486.40
SENIOR EQUIPMENT MECHANIC	M620	Classified	Hourly	38.05	39.83	41.85	44.03	46.21
			Bi-Weekly	3,044.00	3,186.40	3,348.00	3,522.40	3,696.80
			Monthly	6,595.33	6,903.87	7,254.00	7,631.87	8,009.73
			Annual	79,144.00	82,846.40	87,048.00	91,582.40	96,116.80
EQUIPMENT MECHANIC II	M615	Classified	Hourly	32.78	34.31	36.06	37.94	39.82
			Bi-Weekly	2,622.40	2,744.80	2,884.80	3,035.20	3,185.60
			Monthly	5,681.87	5,947.07	6,250.40	6,576.27	6,902.13
			Annual	68,182.40	71,364.80	75,004.80	78,915.20	82,825.60
EQUIPMENT MECHANIC I	M610	Classified	Hourly	29.84	31.34	32.95	34.57	36.27
			Bi-Weekly	2,387.20	2,507.20	2,636.00	2,765.60	2,901.60
			Monthly	5,172.27	5,432.27	5,711.33	5,992.13	6,286.80
			Annual	62,067.20	65,187.20	68,536.00	71,905.60	75,441.60
EQUIPMENT PARTS STOREKEEPER	M605	Classified	Hourly	27.80	29.29	30.69	32.25	33.88
			Bi-Weekly	2,224.00	2,343.20	2,455.20	2,580.00	2,710.40
			Monthly	4,818.67	5,076.93	5,319.60	5,590.00	5,872.53
			Annual	57,824.00	60,923.20	63,835.20	67,080.00	70,470.40
EQUIPMENT SERVICE ATTENDANT	M600	Classified	Hourly	25.67	26.67	27.77	28.72	29.82
			Bi-Weekly	2,053.60	2,133.60	2,221.60	2,297.60	2,385.60
			Monthly	4,449.47	4,622.80	4,813.47	4,978.13	5,168.80
			Annual	53,393.60	55,473.60	57,761.60	59,737.60	62,025.60
LANDSCAPE MAINTENANCE DIVISION								
LANDSCAPE MAINTENANCE MANAGER	H615	Classified	Hourly	54.78	57.50	60.38	63.41	66.58
			Bi-Weekly	4,382.40	4,600.00	4,830.40	5,072.80	5,326.40
			Monthly	9,495.20	9,966.67	10,465.87	10,991.07	11,540.53
			Annual	113,942.40	119,600.00	125,590.40	131,892.80	138,486.40

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GROUNDSKEEPER III	M215	Classified	Hourly	35.54	36.96	38.46	39.82	41.35
			Bi-Weekly	2,843.20	2,956.80	3,076.80	3,185.60	3,308.00
			Monthly	6,160.27	6,406.40	6,666.40	6,902.13	7,167.33
			Annual	73,923.20	76,876.80	79,996.80	82,825.60	86,008.00
GROUNDSKEEPER II	M210	Classified	Hourly	30.90	32.14	33.44	34.63	35.96
			Bi-Weekly	2,472.00	2,571.20	2,675.20	2,770.40	2,876.80
			Monthly	5,356.00	5,570.93	5,796.27	6,002.53	6,233.07
			Annual	64,272.00	66,851.20	69,555.20	72,030.40	74,796.80
GROUNDSKEEPER I	M205	Classified	Hourly	28.06	29.19	30.42	31.47	32.7
			Bi-Weekly	2,244.80	2,335.20	2,433.60	2,517.60	2,616.00
			Monthly	4,863.73	5,059.60	5,272.80	5,454.80	5,668.00
			Annual	58,364.80	60,715.20	63,273.60	65,457.60	68,016.00
TREE TRIMMER	M220	Classified	Hourly	32.18	33.46	34.82	36.06	37.47
			Bi-Weekly	2,574.40	2,676.80	2,785.60	2,884.80	2,997.60
			Monthly	5,577.87	5,799.73	6,035.47	6,250.40	6,494.80
			Annual	66,934.40	69,596.80	72,425.60	75,004.80	77,937.60
STREET MAINTENANCE DIVISION								
STREETS MAINTENANCE MANAGER	H625	Classified	Hourly	54.78	57.50	60.38	63.41	66.58
			Bi-Weekly	4,382.40	4,600.00	4,830.40	5,072.80	5,326.40
			Monthly	9,495.20	9,966.67	10,465.87	10,991.07	11,540.53
			Annual	113,942.40	119,600.00	125,590.40	131,892.80	138,486.40
SENIOR MAINTENANCE LEADER	M315	Classified	Hourly	36.27	37.68	39.24	40.61	42.18
			Bi-Weekly	2,901.60	3,014.40	3,139.20	3,248.80	3,374.40
			Monthly	6,286.80	6,531.20	6,801.60	7,039.07	7,311.20
			Annual	75,441.60	78,374.40	81,619.20	84,468.80	87,734.40
MAINTENANCE LEADER	M310	Classified	Hourly	31.54	32.76	34.12	35.32	36.68
			Bi-Weekly	2,523.20	2,620.80	2,729.60	2,825.60	2,934.40
			Monthly	5,466.93	5,678.40	5,914.13	6,122.13	6,357.87
			Annual	65,603.20	68,140.80	70,969.60	73,465.60	76,294.40
SWEEPER EQUIPMENT OPERATOR	M700	Classified	Hourly	31.10	32.14	33.43	34.86	36.24
			Bi-Weekly	2,488.00	2,571.20	2,674.40	2,788.80	2,899.20
			Monthly	5,390.67	5,570.93	5,794.53	6,042.40	6,281.60
			Annual	64,688.00	66,851.20	69,534.40	72,508.80	75,379.20
POLICE DEPARTMENT								
SWORN								
POLICE CAPTAIN	P300	Classified	Hourly	83.93	88.12	92.53	97.16	102.00
			Bi-Weekly	6,714.40	7,049.60	7,402.40	7,772.80	8,160.00
			Monthly	14,547.87	15,274.13	16,038.53	16,841.07	17,680.00
			Annual	174,574.40	183,289.60	192,462.40	202,092.80	212,160.00
POLICE LIEUTENANT	P215	Classified	Hourly				74.27	77.88
			Bi-Weekly				5,941.60	6,230.40
			Monthly				12,873.47	13,499.20
			Annual				154,481.60	161,990.40
POLICE SERGEANT	P210	Classified	Hourly			63.64	66.71	70.12
			Bi-Weekly			5,091.20	5,336.80	5,609.60
			Monthly			11,030.93	11,563.07	12,154.13
			Annual			132,371.20	138,756.80	145,849.60
POLICE OFFICER	P200	Classified	Hourly	46.74	48.97	51.35	53.83	56.39
			Bi-Weekly	3,739.20	3,917.60	4,108.00	4,306.40	4,511.20
			Monthly	8,101.60	8,488.13	8,900.67	9,330.53	9,774.27
			Annual	97,219.20	101,857.60	106,808.00	111,966.40	117,291.20
POLICE OFFICER TRAINEE	P100	Classified	Hourly	33.68	35.34			
			Bi-Weekly	2,694.40	2,827.20			
			Monthly	5,837.87	6,125.60			
			Annual	70,054.40	73,507.20			

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PROFESSIONAL STAFF								
PERSONNEL AND TRAINING ADMINISTRATOR	H450	Classified	Hourly	62.24	65.35	68.63	72.06	75.66
			Bi-Weekly	4,979.20	5,228.00	5,490.40	5,764.80	6,052.80
			Monthly	10,788.27	11,327.33	11,895.87	12,490.40	13,114.40
			Annual	129,459.20	135,928.00	142,750.40	149,884.80	157,372.80
SENIOR CRIME AND INTELLIGENCE ANALYST	H406	Classified	Hourly	49.86	52.33	54.96	57.71	60.58
			Bi-Weekly	3,988.80	4,186.40	4,396.80	4,616.80	4,846.40
			Monthly	8,642.40	9,070.53	9,526.40	10,003.07	10,500.53
			Annual	103,708.80	108,846.40	114,316.80	120,036.80	126,006.40
CRIME AND INTELLIGENCE ANALYST	H405	Classified	Hourly	45.34	47.61	49.99	52.48	55.10
			Bi-Weekly	3,627.20	3,808.80	3,999.20	4,198.40	4,408.00
			Monthly	7,858.93	8,252.40	8,664.93	9,096.53	9,550.67
			Annual	94,307.20	99,028.80	103,979.20	109,158.40	114,608.00
POLICE PROGRAMS ANALYST	H400	Classified	Hourly	45.34	47.61	49.99	52.48	55.10
			Bi-Weekly	3,627.20	3,808.80	3,999.20	4,198.40	4,408.00
			Monthly	7,858.93	8,252.40	8,664.93	9,096.53	9,550.67
			Annual	94,307.20	99,028.80	103,979.20	109,158.40	114,608.00
SPECIAL OPERATIONS DIVISION								
CRIME PREVENTION SPECIALIST	C670	Classified	Hourly	31.00	32.54	34.17	35.89	37.68
			Bi-Weekly	2,480.00	2,603.20	2,733.60	2,871.20	3,014.40
			Monthly	5,373.33	5,640.27	5,922.80	6,220.93	6,531.20
			Annual	64,480.00	67,683.20	71,073.60	74,651.20	78,374.40
RESERVE OFFICER COORDINATOR	H455	Classified	Hourly	54.57	57.30	60.16	63.07	66.29
			Bi-Weekly	4,365.60	4,584.00	4,812.80	5,045.60	5,303.20
			Monthly	9,458.80	9,932.00	10,427.73	10,932.13	11,490.27
			Annual	113,505.60	119,184.00	125,132.80	131,185.60	137,883.20
INVESTIGATION DIVISION								
YOUTH AND FAMILY SERVICES ADMINISTRATOR	H445	Classified	Hourly	62.24	65.35	68.63	72.06	75.66
			Bi-Weekly	4,979.20	5,228.00	5,490.40	5,764.80	6,052.80
			Monthly	10,788.27	11,327.33	11,895.87	12,490.40	13,114.40
			Annual	129,459.20	135,928.00	142,750.40	149,884.80	157,372.80
COUNSELING SUPERVISOR	H440	Classified	Hourly	47.04	49.40	51.86	54.45	57.18
			Bi-Weekly	3,763.20	3,952.00	4,148.80	4,356.00	4,574.40
			Monthly	8,153.60	8,562.67	8,989.07	9,438.00	9,911.20
			Annual	97,843.20	102,752.00	107,868.80	113,256.00	118,934.40
FAMILY COUNSELOR	T550	Classified	Hourly	37.66	39.52	41.51	43.41	45.68
			Bi-Weekly	3,012.80	3,161.60	3,320.80	3,472.80	3,654.40
			Monthly	6,527.73	6,850.13	7,195.07	7,524.40	7,917.87
			Annual	78,332.80	82,201.60	86,340.80	90,292.80	95,014.40
CERTIFIED LATENT PRINT EXAMINER	T560	Classified	Hourly	44.81	47.05	49.41	51.87	54.47
			Bi-Weekly	3,584.80	3,764.00	3,952.80	4,149.60	4,357.60
			Monthly	7,767.07	8,155.33	8,564.40	8,990.80	9,441.47
			Annual	93,204.80	97,864.00	102,772.80	107,889.60	113,297.60
SUPPORT SERVICES DIVISION								
OPERATIONS SUPPORT SERVICES MANAGER	U400	Classified	Hourly	71.88	75.48	80.02	84.03	88.21
			Bi-Weekly	5,750.40	6,038.40	6,401.60	6,722.40	7,056.80
			Monthly	12,459.20	13,083.20	13,870.13	14,565.20	15,289.73
			Annual	149,510.40	156,998.40	166,441.60	174,782.40	183,476.80
PROPERTY/EVIDENCE AND CRIME SCENE ADMINISTRATOR	H415	Classified	Hourly	49.86	52.34	54.96	57.72	60.60
			Bi-Weekly	3,988.80	4,187.20	4,396.80	4,617.60	4,848.00
			Monthly	8,642.40	9,072.27	9,526.40	10,004.80	10,504.00
			Annual	103,708.80	108,867.20	114,316.80	120,057.60	126,048.00
PROPERTY AND EVIDENCE SUPERVISOR	H410	Classified	Hourly	36.80	38.65	40.58	42.59	44.72
			Bi-Weekly	2,944.00	3,092.00	3,246.40	3,407.20	3,577.60
			Monthly	6,378.67	6,699.33	7,033.87	7,382.27	7,751.47
			Annual	76,544.00	80,392.00	84,406.40	88,587.20	93,017.60
POLICE ID SPECIALIST	T555	Classified	Hourly	33.20	34.86	36.60	38.46	40.27
			Bi-Weekly	2,656.00	2,788.80	2,928.00	3,076.80	3,221.60
			Monthly	5,754.67	6,042.40	6,344.00	6,666.40	6,980.13
			Annual	69,056.00	72,508.80	76,128.00	79,996.80	83,761.60
CRIME SCENE TECHNICIAN	C685	Classified	Hourly	30.88	32.28	33.76	35.27	36.95
			Bi-Weekly	2,470.40	2,582.40	2,700.80	2,821.60	2,956.00
			Monthly	5,352.53	5,595.20	5,851.73	6,113.47	6,404.67
			Annual	64,230.40	67,142.40	70,220.80	73,361.60	76,856.00

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PROPERTY TECHNICIAN	C665	Classified	Hourly	29.84	31.13	32.64	34.13	35.75
			Bi-Weekly	2,387.20	2,490.40	2,611.20	2,730.40	2,860.00
			Monthly	5,172.27	5,395.87	5,657.60	5,915.87	6,196.67
			Annual	62,067.20	64,750.40	67,891.20	70,990.40	74,360.00
ANIMAL SERVICES ADMINISTRATOR	H430	Classified	Hourly	49.86	52.34	54.96	57.72	60.60
			Bi-Weekly	3,988.80	4,187.20	4,396.80	4,617.60	4,848.00
			Monthly	8,642.40	9,072.27	9,526.40	10,004.80	10,504.00
			Annual	103,708.80	108,867.20	114,316.80	120,057.60	126,048.00
SHELTER OPERATIONS SUPERVISOR	C621	Classified	Hourly	32.88	34.34	35.95	37.59	39.38
			Bi-Weekly	2,630.40	2,747.20	2,876.00	3,007.20	3,150.40
			Monthly	5,699.20	5,952.27	6,231.33	6,515.60	6,825.87
			Annual	68,390.40	71,427.20	74,776.00	78,187.20	81,910.40
ANIMAL CONTROL OFFICER	C610	Classified	Hourly	28.27	29.72	31.08	32.54	34.07
			Bi-Weekly	2,261.60	2,377.60	2,486.40	2,603.20	2,725.60
			Monthly	4,900.13	5,151.47	5,387.20	5,640.27	5,905.47
			Annual	58,801.60	61,817.60	64,646.40	67,683.20	70,865.60
ANIMAL CARE ATTENDANT	C600	Classified	Hourly	23.52	24.52	25.50	26.61	27.93
			Bi-Weekly	1,881.60	1,961.60	2,040.00	2,128.80	2,234.40
			Monthly	4,076.80	4,250.13	4,420.00	4,612.40	4,841.20
			Annual	48,921.60	51,001.60	53,040.00	55,348.80	58,094.40
SHELTER VOLUNTEER COORDINATOR	C607	Classified	Hourly	23.52	24.52	25.50	26.61	27.93
			Bi-Weekly	1,881.60	1,961.60	2,040.00	2,128.80	2,234.40
			Monthly	4,076.80	4,250.13	4,420.00	4,612.40	4,841.20
			Annual	48,921.60	51,001.60	53,040.00	55,348.80	58,094.40
COMMUNICATIONS ADMINISTRATOR	H435	Classified	Hourly	49.86	52.34	54.96	57.72	60.60
			Bi-Weekly	3,988.80	4,187.20	4,396.80	4,617.60	4,848.00
			Monthly	8,642.40	9,072.27	9,526.40	10,004.80	10,504.00
			Annual	103,708.80	108,867.20	114,316.80	120,057.60	126,048.00
COMMUNICATIONS SUPERVISOR	C645	Classified	Hourly	40.72	42.76	44.90	47.14	49.52
			Bi-Weekly	3,257.60	3,420.80	3,592.00	3,771.20	3,961.60
			Monthly	7,058.13	7,411.73	7,782.67	8,170.93	8,583.47
			Annual	84,697.60	88,940.80	93,392.00	98,051.20	103,001.60
COMMUNICATIONS OPERATOR	C635	Classified	Hourly	35.33	37.13	38.95	40.94	43.00
			Bi-Weekly	2,826.40	2,970.40	3,116.00	3,275.20	3,440.00
			Monthly	6,123.87	6,435.87	6,751.33	7,096.27	7,453.33
			Annual	73,486.40	77,230.40	81,016.00	85,155.20	89,440.00
CALL TAKER	C633	Classified	Hourly	29.40	30.84	32.40	34.03	35.73
			Bi-Weekly	2,352.00	2,467.20	2,592.00	2,722.40	2,858.40
			Monthly	5,096.00	5,345.60	5,616.00	5,898.53	6,193.20
			Annual	61,152.00	64,147.20	67,392.00	70,782.40	74,318.40
RECORDS ADMINISTRATOR	H425	Classified	Hourly	49.86	52.34	54.96	57.72	60.60
			Bi-Weekly	3,988.80	4,187.20	4,396.80	4,617.60	4,848.00
			Monthly	8,642.40	9,072.27	9,526.40	10,004.80	10,504.00
			Annual	103,708.80	108,867.20	114,316.80	120,057.60	126,048.00
RECORDS SUPERVISOR	C705	Classified	Hourly	35.34	37.11	38.96	40.91	42.96
			Bi-Weekly	2,827.20	2,968.80	3,116.80	3,272.80	3,436.80
			Monthly	6,125.60	6,432.40	6,753.07	7,091.07	7,446.40
			Annual	73,507.20	77,188.80	81,036.80	85,092.80	89,356.80
POLICE RECORDS CLERK II	C695	Classified	Hourly	27.48	28.58	29.72	31.03	32.55
			Bi-Weekly	2,198.40	2,286.40	2,377.60	2,482.40	2,604.00
			Monthly	4,763.20	4,953.87	5,151.47	5,378.53	5,642.00
			Annual	57,158.40	59,446.40	61,817.60	64,542.40	67,704.00
POLICE RECORDS CLERK I	C690	Classified	Hourly	24.16	25.41	26.76	28.09	29.60
			Bi-Weekly	1,932.80	2,032.80	2,140.80	2,247.20	2,368.00
			Monthly	4,187.73	4,404.40	4,638.40	4,868.93	5,130.67
			Annual	50,252.80	52,852.80	55,660.80	58,427.20	61,568.00
JAIL ADMINISTRATOR	H420	Classified	Hourly	49.86	52.34	54.96	57.72	60.60
			Bi-Weekly	3,988.80	4,187.20	4,396.80	4,617.60	4,848.00
			Monthly	8,642.40	9,072.27	9,526.40	10,004.80	10,504.00
			Annual	103,708.80	108,867.20	114,316.80	120,057.60	126,048.00
JAIL SUPERVISOR	C660	Classified	Hourly	34.29	35.73	37.45	39.20	41.08
			Bi-Weekly	2,743.20	2,858.40	2,996.00	3,136.00	3,286.40
			Monthly	5,943.60	6,193.20	6,491.33	6,794.67	7,120.53
			Annual	71,323.20	74,318.40	77,896.00	81,536.00	85,446.40
COMMUNITY SERVICE OFFICER	C650	Classified	Hourly	29.95	31.25	32.75	34.26	35.89
			Bi-Weekly	2,396.00	2,500.00	2,620.00	2,740.80	2,871.20
			Monthly	5,191.33	5,416.67	5,676.67	5,938.40	6,220.93
			Annual	62,296.00	65,000.00	68,120.00	71,260.80	74,651.20

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TRANSPORTATION AND ENGINEERING DEPARTMENT								
AIRPORT DIVISION SUMMARY								
AIRPORT MANAGER	H205	Classified	Hourly	61.75	64.82	68.06	71.46	75.04
			Bi-Weekly	4,940.00	5,185.60	5,444.80	5,716.80	6,003.20
			Monthly	10,703.33	11,235.47	11,797.07	12,386.40	13,006.93
			Annual	128,440.00	134,825.60	141,564.80	148,636.80	156,083.20
AIRPORT OPERATIONS SUPERVISOR	H200	Classified	Hourly	51.47	54.03	56.74	59.58	62.55
			Bi-Weekly	4,117.60	4,322.40	4,539.20	4,766.40	5,004.00
			Monthly	8,921.47	9,365.20	9,834.93	10,327.20	10,842.00
			Annual	107,057.60	112,382.40	118,019.20	123,926.40	130,104.00
AIRPORT BUSINESS SUPERVISOR	H198	Classified	Hourly	49.86	52.33	54.96	57.71	60.58
			Bi-Weekly	3,988.80	4,186.40	4,396.80	4,616.80	4,846.40
			Monthly	8,642.40	9,070.53	9,526.40	10,003.07	10,500.53
			Annual	103,708.80	108,846.40	114,316.80	120,036.80	126,006.40
AIRPORT OPERATIONS SPECIALIST	T270	Classified	Hourly	30.07	31.59	33.16	34.74	36.52
			Bi-Weekly	2,405.60	2,527.20	2,652.80	2,779.20	2,921.60
			Monthly	5,212.13	5,475.60	5,747.73	6,021.60	6,330.13
			Annual	62,545.60	65,707.20	68,972.80	72,259.20	75,961.60
SENIOR AIRPORT MAINTENANCE WORKER	M510	Classified	Hourly	33.00	34.22	35.58	37.04	38.52
			Bi-Weekly	2,640.00	2,737.60	2,846.40	2,963.20	3,081.60
			Monthly	5,720.00	5,931.47	6,167.20	6,420.27	6,676.80
			Annual	68,640.00	71,177.60	74,006.40	77,043.20	80,121.60
AIRPORT MAINTENANCE WORKER	M505	Classified	Hourly	29.98	31.09	32.29	33.65	35.03
			Bi-Weekly	2,398.40	2,487.20	2,583.20	2,692.00	2,802.40
			Monthly	5,196.53	5,388.93	5,596.93	5,832.67	6,071.87
			Annual	62,358.40	64,667.20	67,163.20	69,992.00	72,862.40
AIRPORT ATTENDANT	M500	Classified	Hourly	22.44	23.44	24.30	25.36	26.62
			Bi-Weekly	1,795.20	1,875.20	1,944.00	2,028.80	2,129.60
			Monthly	3,889.60	4,062.93	4,212.00	4,395.73	4,614.13
			Annual	46,675.20	48,755.20	50,544.00	52,748.80	55,369.60
ENGINEERING/TRANSPORTATION DIVISION								
REAL PROPERTY MANAGER	H225	Classified	Hourly	45.30	47.58	49.94	52.45	55.07
			Bi-Weekly	3,624.00	3,806.40	3,995.20	4,196.00	4,405.60
			Monthly	7,852.00	8,247.20	8,656.27	9,091.33	9,545.47
			Annual	94,224.00	98,966.40	103,875.20	109,096.00	114,545.60
REAL PROPERTY ASSOCIATE	T260	Classified	Hourly	39.82	41.90	44.01	46.15	48.42
			Bi-Weekly	3,185.60	3,352.00	3,520.80	3,692.00	3,873.60
			Monthly	6,902.13	7,262.67	7,628.40	7,999.33	8,392.80
			Annual	82,825.60	87,152.00	91,540.80	95,992.00	100,713.60
REAL PROPERTY ASSISTANT	T255	Classified	Hourly	33.94	35.63	37.34	39.20	41.17
			Bi-Weekly	2,715.20	2,850.40	2,987.20	3,136.00	3,293.60
			Monthly	5,882.93	6,175.87	6,472.27	6,794.67	7,136.13
			Annual	70,595.20	74,110.40	77,667.20	81,536.00	85,633.60
ENGINEERING TECHNICIAN	T200	Classified	Hourly	32.37	33.93	35.65	37.43	39.22
			Bi-Weekly	2,589.60	2,714.40	2,852.00	2,994.40	3,137.60
			Monthly	5,610.80	5,881.20	6,179.33	6,487.87	6,798.13
			Annual	67,329.60	70,574.40	74,152.00	77,854.40	81,577.60
SURVEY ENGINEER	H230	Classified	Hourly	53.02	55.67	58.46	61.38	64.44
			Bi-Weekly	4,241.60	4,453.60	4,676.80	4,910.40	5,155.20
			Monthly	9,190.13	9,649.47	10,133.07	10,639.20	11,169.60
			Annual	110,281.60	115,793.60	121,596.80	127,670.40	134,035.20
SURVEYOR	T265	Classified	Hourly	38.51	40.41	42.42	44.52	46.76
			Bi-Weekly	3,080.80	3,232.80	3,393.60	3,561.60	3,740.80
			Monthly	6,675.07	7,004.40	7,352.80	7,716.80	8,105.07
			Annual	80,100.80	84,052.80	88,233.60	92,601.60	97,260.80

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TRANSPORTATION MANAGER	H220	Classified	Hourly	67.97	71.38	74.95	78.70	82.62
			Bi-Weekly	5,437.60	5,710.40	5,996.00	6,296.00	6,609.60
			Monthly	11,781.47	12,372.53	12,991.33	13,641.33	14,320.80
			Annual	141,377.60	148,470.40	155,896.00	163,696.00	171,849.60
SENIOR TRANSPORTATION ENGINEER	H215	Classified	Hourly	58.96	61.91	65.00	68.25	71.66
			Bi-Weekly	4,716.80	4,952.80	5,200.00	5,460.00	5,732.80
			Monthly	10,219.73	10,731.07	11,266.67	11,830.00	12,421.07
			Annual	122,636.80	128,772.80	135,200.00	141,960.00	149,052.80
ASSOCIATE TRANSPORTATION ENGINEER	T240	Classified	Hourly	47.34	49.72	52.14	54.79	57.46
			Bi-Weekly	3,787.20	3,977.60	4,171.20	4,383.20	4,596.80
			Monthly	8,205.60	8,618.13	9,037.60	9,496.93	9,959.73
			Annual	98,467.20	103,417.60	108,451.20	113,963.20	119,516.80
ASSISTANT TRANSPORTATION ENGINEER	T235	Classified	Hourly	40.78	42.89	45.08	47.26	49.62
			Bi-Weekly	3,262.40	3,431.20	3,606.40	3,780.80	3,969.60
			Monthly	7,068.53	7,434.27	7,813.87	8,191.73	8,600.80
			Annual	84,822.40	89,211.20	93,766.40	98,300.80	103,209.60
SENIOR TRANSPORTATION PLANNER	H210	Classified	Hourly	49.75	52.23	54.85	57.59	60.47
			Bi-Weekly	3,980.00	4,178.40	4,388.00	4,607.20	4,837.60
			Monthly	8,623.33	9,053.20	9,507.33	9,982.27	10,481.47
			Annual	103,480.00	108,638.40	114,088.00	119,787.20	125,777.60
ASSOCIATE TRANSPORTATION PLANNER	T225	Classified	Hourly	43.99	46.15	48.44	50.93	53.37
			Bi-Weekly	3,519.20	3,692.00	3,875.20	4,074.40	4,269.60
			Monthly	7,624.93	7,999.33	8,396.27	8,827.87	9,250.80
			Annual	91,499.20	95,992.00	100,755.20	105,934.40	111,009.60
TRAFFIC SIGNAL TECHNICIAN	T220	Classified	Hourly	32.37	33.93	35.65	37.43	39.22
			Bi-Weekly	2,589.60	2,714.40	2,852.00	2,994.40	3,137.60
			Monthly	5,610.80	5,881.20	6,179.33	6,487.87	6,798.13
			Annual	67,329.60	70,574.40	74,152.00	77,854.40	81,577.60
SUPERVISING CONSTRUCTION INSPECTOR	H235	Classified	Hourly	52.42	55.04	57.79	60.69	63.72
			Bi-Weekly	4,193.60	4,403.20	4,623.20	4,855.20	5,097.60
			Monthly	9,086.13	9,540.27	10,016.93	10,519.60	11,044.80
			Annual	109,033.60	114,483.20	120,203.20	126,235.20	132,537.60
SENIOR CONSTRUCTION INSPECTOR	T250	Classified	Hourly	43.33	45.64	47.94	50.20	52.71
			Bi-Weekly	3,466.40	3,651.20	3,835.20	4,016.00	4,216.80
			Monthly	7,510.53	7,910.93	8,309.60	8,701.33	9,136.40
			Annual	90,126.40	94,931.20	99,715.20	104,416.00	109,636.80
CONSTRUCTION INSPECTOR	T245	Classified	Hourly	36.31	38.17	39.95	41.97	44.11
			Bi-Weekly	2,904.80	3,053.60	3,196.00	3,357.60	3,528.80
			Monthly	6,293.73	6,616.13	6,924.67	7,274.80	7,645.73
			Annual	75,524.80	79,393.60	83,096.00	87,297.60	91,748.80

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UTILITIES AND ENVIRONMENTAL SERVICES DEPARTMENT								
ADMINISTRATION								
DEPUTY DIRECTOR OF PUBLIC WORKS	U510	Classified	Hourly	70.07	73.58	77.26	81.13	85.19
			Bi-Weekly	5,605.60	5,886.40	6,180.80	6,490.40	6,815.20
			Monthly	12,145.47	12,753.87	13,391.73	14,062.53	14,766.27
			Annual	145,745.60	153,046.40	160,700.80	168,750.40	177,195.20
WATER RESOURCES MANAGER	H875	Classified	Hourly	70.07	73.58	77.26	81.13	85.19
			Bi-Weekly	5,605.60	5,886.40	6,180.80	6,490.40	6,815.20
			Monthly	12,145.47	12,753.87	13,391.73	14,062.53	14,766.27
			Annual	145,745.60	153,046.40	160,700.80	168,750.40	177,195.20
UTILITIES ENGINEERING MANAGER	H880	Classified	Hourly	70.07	73.58	77.26	81.13	85.19
			Bi-Weekly	5,605.60	5,886.40	6,180.80	6,490.40	6,815.20
			Monthly	12,145.47	12,753.87	13,391.73	14,062.53	14,766.27
			Annual	145,745.60	153,046.40	160,700.80	168,750.40	177,195.20
SENIOR UTILITY SERVICE REPRESENTATIVE	M820	Classified	Hourly	35.01	36.74	38.49	40.47	42.45
			Bi-Weekly	2,800.80	2,939.20	3,079.20	3,237.60	3,396.00
			Monthly	6,068.40	6,368.27	6,671.60	7,014.80	7,358.00
			Annual	72,820.80	76,419.20	80,059.20	84,177.60	88,296.00
STOREKEEPER - EXPEDITER	M100	Classified	Hourly	29.04	30.24	31.37	32.57	33.80
			Bi-Weekly	2,323.20	2,419.20	2,509.60	2,605.60	2,704.00
			Monthly	5,033.60	5,241.60	5,437.47	5,645.47	5,858.67
			Annual	60,403.20	62,899.20	65,249.60	67,745.60	70,304.00
RECYCLING-SOLID WASTE								
SOLID WASTE PROGRAM MANAGER	H800	Classified	Hourly	49.86	52.33	54.96	57.71	60.58
			Bi-Weekly	3,988.80	4,186.40	4,396.80	4,616.80	4,846.40
			Monthly	8,642.40	9,070.53	9,526.40	10,003.07	10,500.53
			Annual	103,708.80	108,846.40	114,316.80	120,036.80	126,006.40
RECYCLING SPECIALIST	T800	Classified	Hourly	34.24	35.94	37.69	39.61	41.57
			Bi-Weekly	2,739.20	2,875.20	3,015.20	3,168.80	3,325.60
			Monthly	5,934.93	6,229.60	6,532.93	6,865.73	7,205.47
			Annual	71,219.20	74,755.20	78,395.20	82,388.80	86,465.60
SUSTAINABILITY SPECIALIST	T803	Classified	Hourly	36.79	38.62	40.55	42.58	44.71
			Bi-Weekly	2,943.20	3,089.60	3,244.00	3,406.40	3,576.80
			Monthly	6,376.93	6,694.13	7,028.67	7,380.53	7,749.73
			Annual	76,523.20	80,329.60	84,344.00	88,566.40	92,996.80
SUSTAINABILITY TECHNICIAN	T802	Classified	Hourly	33.45	35.11	36.86	38.69	40.64
			Bi-Weekly	2,676.00	2,808.80	2,948.80	3,095.20	3,251.20
			Monthly	5,798.00	6,085.73	6,389.07	6,706.27	7,044.27
			Annual	69,576.00	73,028.80	76,668.80	80,475.20	84,531.20
WATER POLLUTION CONTROL FACILITY (WPCF)								
WATER POLLUTION CONTROL FACILITY MANAGER	H870	Classified	Hourly	70.07	73.58	77.26	81.13	85.19
			Bi-Weekly	5,605.60	5,886.40	6,180.80	6,490.40	6,815.20
			Monthly	12,145.47	12,753.87	13,391.73	14,062.53	14,766.27
			Annual	145,745.60	153,046.40	160,700.80	168,750.40	177,195.20
WPCF OPERATIONS AND MAINTENANCE MANAGER	H865	Classified	Hourly	57.15	60.01	63.02	66.18	69.48
			Bi-Weekly	4,572.00	4,800.80	5,041.60	5,294.40	5,558.40
			Monthly	9,906.00	10,401.73	10,923.47	11,471.20	12,043.20
			Annual	118,872.00	124,820.80	131,081.60	137,654.40	144,518.40
WPCF MAINTENANCE SUPERVISOR	H860	Classified	Hourly	51.99	54.57	57.30	60.18	63.19
			Bi-Weekly	4,159.20	4,365.60	4,584.00	4,814.40	5,055.20
			Monthly	9,011.60	9,458.80	9,932.00	10,431.20	10,952.93
			Annual	108,139.20	113,505.60	119,184.00	125,174.40	131,435.20
WPCF OPERATIONS SUPERVISOR	H855	Classified	Hourly	51.99	54.57	57.30	60.18	63.19
			Bi-Weekly	4,159.20	4,365.60	4,584.00	4,814.40	5,055.20
			Monthly	9,011.60	9,458.80	9,932.00	10,431.20	10,952.93
			Annual	108,139.20	113,505.60	119,184.00	125,174.40	131,435.20
WPCF LEAD OPERATOR	M935	Classified	Hourly	41.44	43.10	44.78	46.56	48.45
			Bi-Weekly	3,315.20	3,448.00	3,582.40	3,724.80	3,876.00
			Monthly	7,182.93	7,470.67	7,761.87	8,070.40	8,398.00
			Annual	86,195.20	89,648.00	93,142.40	96,844.80	100,776.00
WPCF OPERATOR	M930	Classified	Hourly	36.44	37.89	39.41	40.94	42.61
			Bi-Weekly	2,915.20	3,031.20	3,152.80	3,275.20	3,408.80
			Monthly	6,316.27	6,567.60	6,831.07	7,096.27	7,385.73
			Annual	75,795.20	78,811.20	81,972.80	85,155.20	88,628.80
OPERATOR-IN-TRAINING	M925	Classified	Hourly	33.36	34.68	36.13	37.36	38.82
			Bi-Weekly	2,668.80	2,774.40	2,890.40	2,988.80	3,105.60
			Monthly	5,782.40	6,011.20	6,262.53	6,475.73	6,728.80
			Annual	69,388.80	72,134.40	75,150.40	77,708.80	80,745.60

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LAB SUPERVISOR	H850	Classified	Hourly	51.99	54.57	57.30	60.18	63.19
			Bi-Weekly	4,159.20	4,365.60	4,584.00	4,814.40	5,055.20
			Monthly	9,011.60	9,458.80	9,932.00	10,431.20	10,952.93
			Annual	108,139.20	113,505.60	119,184.00	125,174.40	131,435.20
CHEMIST	T807	Classified	Hourly	40.43	42.46	44.58	46.80	49.14
			Bi-Weekly	3,234.40	3,396.80	3,566.40	3,744.00	3,931.20
			Monthly	7,007.87	7,359.73	7,727.20	8,112.00	8,517.60
			Annual	84,094.40	88,316.80	92,726.40	97,344.00	102,211.20
LABORATORY TECHNICIAN	T805	Classified	Hourly	35.16	36.48	37.88	39.44	40.91
			Bi-Weekly	2,812.80	2,918.40	3,030.40	3,155.20	3,272.80
			Monthly	6,094.40	6,323.20	6,565.87	6,836.27	7,091.07
			Annual	73,132.80	75,878.40	78,790.40	82,035.20	85,092.80

WATER POLLUTION SOURCE CONTROL								
ENVIRONMENTAL SERVICES MANAGER	H805	Classified	Hourly	60.45	63.47	66.65	69.98	73.48
			Bi-Weekly	4,836.00	5,077.60	5,332.00	5,598.40	5,878.40
			Monthly	10,478.00	11,001.47	11,552.67	12,129.87	12,736.53
			Annual	125,736.00	132,017.60	138,632.00	145,558.40	152,838.40
WATER POLLUTION CONTROL ADMINISTRATOR	H845	Classified	Hourly	52.54	55.17	57.92	60.83	63.88
			Bi-Weekly	4,203.20	4,413.60	4,633.60	4,866.40	5,110.40
			Monthly	9,106.93	9,562.80	10,039.47	10,543.87	11,072.53
			Annual	109,283.20	114,753.60	120,473.60	126,526.40	132,870.40
SENIOR WATER POLLUTION SOURCE CONTROL INSPECTOR	T815	Classified	Hourly	40.20	42.29	44.41	46.51	48.88
			Bi-Weekly	3,216.00	3,383.20	3,552.80	3,720.80	3,910.40
			Monthly	6,968.00	7,330.27	7,697.73	8,061.73	8,472.53
			Annual	83,616.00	87,963.20	92,372.80	96,740.80	101,670.40
WATER POLLUTION SOURCE CONTROL INSPECTOR	T810	Classified	Hourly	36.53	38.44	40.19	42.26	44.36
			Bi-Weekly	2,922.40	3,075.20	3,215.20	3,380.80	3,548.80
			Monthly	6,331.87	6,662.93	6,966.27	7,325.07	7,689.07
			Annual	75,982.40	79,955.20	83,595.20	87,900.80	92,268.80
TECHNICAL INTERN	Z125	Classified	Hourly					15.00
			Bi-Weekly					1,200.00
			Monthly					2,600.00
			Annual					31,200.00

SENIOR WATER RESOURCES ENGINEER	H813	Classified	Hourly	58.40	61.31	64.39	67.60	70.97
			Bi-Weekly	4,672.00	4,904.80	5,151.20	5,408.00	5,677.60
			Monthly	10,122.67	10,627.07	11,160.93	11,717.33	12,301.47
			Annual	121,472.00	127,524.80	133,931.20	140,608.00	147,617.60
SENIOR UTILITIES ENGINEER	H810	Classified	Hourly	58.40	61.31	64.39	67.60	70.97
			Bi-Weekly	4,672.00	4,904.80	5,151.20	5,408.00	5,677.60
			Monthly	10,122.67	10,627.07	11,160.93	11,717.33	12,301.47
			Annual	121,472.00	127,524.80	133,931.20	140,608.00	147,617.60

SEWER COLLECTIONS & WATER DISTRIBUTION								
UTILITIES OPERATIONS AND MAINTENANCE MANAGER	H835	Classified	Hourly	64.51	67.72	71.10	74.66	78.39
			Bi-Weekly	5,160.80	5,417.60	5,688.00	5,972.80	6,271.20
			Monthly	11,181.73	11,738.13	12,324.00	12,941.07	13,587.60
			Annual	134,180.80	140,857.60	147,888.00	155,292.80	163,051.20
UTILITIES OPERATIONS AND MAINTENANCE SUPERVISOR	H830	Classified	Hourly	53.75	56.42	59.26	62.22	65.33
			Bi-Weekly	4,300.00	4,513.60	4,740.80	4,977.60	5,226.40
			Monthly	9,316.67	9,779.47	10,271.73	10,784.80	11,323.87
			Annual	111,800.00	117,353.60	123,260.80	129,417.60	135,886.40
UTILITIES FIELD SERVICES SUPERVISOR	H825	Classified	Hourly	53.75	56.42	59.26	62.22	65.33
			Bi-Weekly	4,300.00	4,513.60	4,740.80	4,977.60	5,226.40
			Monthly	9,316.67	9,779.47	10,271.73	10,784.80	11,323.87
			Annual	111,800.00	117,353.60	123,260.80	129,417.60	135,886.40
WASTEWATER COLLECTIONS SYSTEM SUPERVISOR	H823	Classified	Hourly	51.99	54.57	57.30	60.18	63.19
			Bi-Weekly	4,159.20	4,365.60	4,584.00	4,814.40	5,055.20
			Monthly	9,011.60	9,458.80	9,932.00	10,431.20	10,952.93
			Annual	108,139.20	113,505.60	119,184.00	125,174.40	131,435.20
WATER INSTALLATION AND MAINTENANCE SUPERVISOR	H815	Classified	Hourly	42.37	44.50	46.72	49.07	51.51
			Bi-Weekly	3,389.60	3,560.00	3,737.60	3,925.60	4,120.80
			Monthly	7,344.13	7,713.33	8,098.13	8,505.47	8,928.40
			Annual	88,129.60	92,560.00	97,177.60	102,065.60	107,140.80

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Classification Title	Job Code	Service Type		Step A	Step B	Step C	Step D	Step E
SENIOR UTILITY CUSTOMER SERVICE LEADER	M825	Classified	Hourly	36.85	38.13	39.63	41.27	42.94
			Bi-Weekly	2,948.00	3,050.40	3,170.40	3,301.60	3,435.20
			Monthly	6,387.33	6,609.20	6,869.20	7,153.47	7,442.93
			Annual	76,648.00	79,310.40	82,430.40	85,841.60	89,315.20
CROSS CONNECTION CONTROL SPECIALIST	M815	Classified	Hourly	32.04	33.16	34.46	35.89	37.34
			Bi-Weekly	2,563.20	2,652.80	2,756.80	2,871.20	2,987.20
			Monthly	5,553.60	5,747.73	5,973.07	6,220.93	6,472.27
			Annual	66,643.20	68,972.80	71,676.80	74,651.20	77,667.20
WATER METER MECHANIC	M810	Classified	Hourly	31.15	32.34	33.68	35.06	36.46
			Bi-Weekly	2,492.00	2,587.20	2,694.40	2,804.80	2,916.80
			Monthly	5,399.33	5,605.60	5,837.87	6,077.07	6,319.73
			Annual	64,792.00	67,267.20	70,054.40	72,924.80	75,836.80
WATER METER READER	M805	Classified	Hourly	27.84	28.94	30.12	31.22	32.47
			Bi-Weekly	2,227.20	2,315.20	2,409.60	2,497.60	2,597.60
			Monthly	4,825.60	5,016.27	5,220.80	5,411.47	5,628.13
			Annual	57,907.20	60,195.20	62,649.60	64,937.60	67,537.60
BACKFLOW/CROSS CONNECTION TESTER	M800	Classified	Hourly	26.93	28.22	29.53	30.96	32.47
			Bi-Weekly	2,154.40	2,257.60	2,362.40	2,476.80	2,597.60
			Monthly	4,667.87	4,891.47	5,118.53	5,366.40	5,628.13
			Annual	56,014.40	58,697.60	61,422.40	64,396.80	67,537.60
UTILITIES MAINTENANCE SUPERVISOR	H820	Classified	Hourly	48.73	51.16	53.71	56.41	59.23
			Bi-Weekly	3,898.40	4,092.80	4,296.80	4,512.80	4,738.40
			Monthly	8,446.53	8,867.73	9,309.73	9,777.73	10,266.53
			Annual	101,358.40	106,412.80	111,716.80	117,332.80	123,198.40
UTILITIES SERVICE WORKER	M900	Classified	Hourly	30.71	31.93	33.25	34.40	35.75
			Bi-Weekly	2,456.80	2,554.40	2,660.00	2,752.00	2,860.00
			Monthly	5,323.07	5,534.53	5,763.33	5,962.67	6,196.67
			Annual	63,876.80	66,414.40	69,160.00	71,552.00	74,360.00
GENERAL MAINTENANCE								
EQUIPMENT OPERATOR	M400	Classified	Hourly	31.05	32.19	33.46	34.82	36.24
			Bi-Weekly	2,484.00	2,575.20	2,676.80	2,785.60	2,899.20
			Monthly	5,382.00	5,579.60	5,799.73	6,035.47	6,281.60
			Annual	64,584.00	66,955.20	69,596.80	72,425.60	75,379.20
SENIOR UTILITY LEADER	M845	Classified	Hourly	38.84	40.40	42.08	43.54	45.22
			Bi-Weekly	3,107.20	3,232.00	3,366.40	3,483.20	3,617.60
			Monthly	6,732.27	7,002.67	7,293.87	7,546.93	7,838.13
			Annual	80,787.20	84,032.00	87,526.40	90,563.20	94,057.60
UTILITY LEADER	M840	Classified	Hourly	33.77	35.12	36.59	37.86	39.32
			Bi-Weekly	2,701.60	2,809.60	2,927.20	3,028.80	3,145.60
			Monthly	5,853.47	6,087.47	6,342.27	6,562.40	6,815.47
			Annual	70,241.60	73,049.60	76,107.20	78,748.80	81,785.60
UTILITY WORKER	M835	Classified	Hourly	30.71	31.93	33.25	34.40	35.75
			Bi-Weekly	2,456.80	2,554.40	2,660.00	2,752.00	2,860.00
			Monthly	5,323.07	5,534.53	5,763.33	5,962.67	6,196.67
			Annual	63,876.80	66,414.40	69,160.00	71,552.00	74,360.00
SENIOR UTILITY LEADER - SEWER	M920	Classified	Hourly	40.09	41.67	43.37	44.90	46.65
			Bi-Weekly	3,207.20	3,333.60	3,469.60	3,592.00	3,732.00
			Monthly	6,948.93	7,222.80	7,517.47	7,782.67	8,086.00
			Annual	83,387.20	86,673.60	90,209.60	93,392.00	97,032.00
UTILITY LEADER - SEWER	M915	Classified	Hourly	34.86	36.24	37.72	39.04	40.56
			Bi-Weekly	2,788.80	2,899.20	3,017.60	3,123.20	3,244.80
			Monthly	6,042.40	6,281.60	6,538.13	6,766.93	7,030.40
			Annual	72,508.80	75,379.20	78,457.60	81,203.20	84,364.80
UTILITY WORKER - SEWER	M910	Classified	Hourly	31.68	32.94	34.30	35.49	36.87
			Bi-Weekly	2,534.40	2,635.20	2,744.00	2,839.20	2,949.60
			Monthly	5,491.20	5,709.60	5,945.33	6,151.60	6,390.80
			Annual	65,894.40	68,515.20	71,344.00	73,819.20	76,689.60
UTILITIES MAINTENANCE MECHANIC	M415	Classified	Hourly	37.45	38.90	40.43	42.06	43.76
			Bi-Weekly	2,996.00	3,112.00	3,234.40	3,364.80	3,500.80
			Monthly	6,491.33	6,742.67	7,007.87	7,290.40	7,585.07
			Annual	77,896.00	80,912.00	84,094.40	87,484.80	91,020.80

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INFORMATION TECHNOLOGY DEPARTMENT								
INFORMATION SYSTEMS MANAGER	H565	Classified	Hourly	55.26	58.02	60.92	63.98	67.18
			Bi-Weekly	4,420.80	4,641.60	4,873.60	5,118.40	5,374.40
			Monthly	9,578.40	10,056.80	10,559.47	11,089.87	11,644.53
			Annual	114,940.80	120,681.60	126,713.60	133,078.40	139,734.40
INFORMATION TECHNOLOGY MANAGER	H566	Classified	Hourly	55.26	58.02	60.92	63.98	67.18
			Bi-Weekly	4,420.80	4,641.60	4,873.60	5,118.40	5,374.40
			Monthly	9,578.40	10,056.80	10,559.47	11,089.87	11,644.53
			Annual	114,940.80	120,681.60	126,713.60	133,078.40	139,734.40
DATA AND SYSTEMS COORDINATOR	H560	Classified	Hourly	49.73	52.21	54.83	57.57	60.44
			Bi-Weekly	3,978.40	4,176.80	4,386.40	4,605.60	4,835.20
			Monthly	8,619.87	9,049.73	9,503.87	9,978.80	10,476.27
			Annual	103,438.40	108,596.80	114,046.40	119,745.60	125,715.20
NETWORK SYSTEMS SPECIALIST	H555	Classified	Hourly	49.16	51.63	54.21	56.91	59.76
			Bi-Weekly	3,932.72	4,130.72	4,336.64	4,553.12	4,781.04
			Monthly	8,520.89	8,949.89	9,396.05	9,865.09	10,358.92
			Annual	102,250.72	107,398.72	112,752.64	118,381.12	124,307.04
GEOGRAPHIC INFO SYSTEMS COORDINATOR	T460	Classified	Hourly	47.97	50.37	52.76	55.42	59.09
			Bi-Weekly	3,837.60	4,029.60	4,220.80	4,433.60	4,727.20
			Monthly	8,314.80	8,730.80	9,145.07	9,606.13	10,242.27
			Annual	99,777.60	104,769.60	109,740.80	115,273.60	122,907.20
PROGRAMMER ANALYST	T455	Classified	Hourly	41.75	43.79	46.07	48.34	50.73
			Bi-Weekly	3,340.00	3,503.20	3,685.60	3,867.20	4,058.40
			Monthly	7,236.67	7,590.27	7,985.47	8,378.93	8,793.20
			Annual	86,840.00	91,083.20	95,825.60	100,547.20	105,518.40
WEB SPECIALIST	T450	Classified	Hourly	41.14	43.22	45.37	47.62	50.01
			Bi-Weekly	3,291.20	3,457.60	3,629.60	3,809.60	4,000.80
			Monthly	7,130.93	7,491.47	7,864.13	8,254.13	8,668.40
			Annual	85,571.20	89,897.60	94,369.60	99,049.60	104,020.80
INFORMATION TECHNOLOGY ANALYST II	T435	Classified	Hourly	41.73	43.81	46.00	48.31	50.73
			Bi-Weekly	3,338.40	3,504.80	3,680.00	3,864.80	4,058.40
			Monthly	7,233.20	7,593.73	7,973.33	8,373.73	8,793.20
			Annual	86,798.40	91,124.80	95,680.00	100,484.80	105,518.40
INFORMATION TECHNOLOGY ANALYST I	T430	Classified	Hourly	37.94	39.83	41.83	43.92	46.11
			Bi-Weekly	3,035.20	3,186.40	3,346.40	3,513.60	3,688.80
			Monthly	6,576.27	6,903.87	7,250.53	7,612.80	7,992.40
			Annual	78,915.20	82,846.40	87,006.40	91,353.60	95,908.80
TECHNOLOGY SOLUTIONS ANALYST II	T445	Classified	Hourly	41.73	43.81	46.00	48.31	50.73
			Bi-Weekly	3,338.40	3,504.80	3,680.00	3,864.80	4,058.40
			Monthly	7,233.20	7,593.73	7,973.33	8,373.73	8,793.20
			Annual	86,798.40	91,124.80	95,680.00	100,484.80	105,518.40
TECHNOLOGY SOLUTIONS ANALYST I	T440	Classified	Hourly	37.94	39.83	41.83	43.92	46.11
			Bi-Weekly	3,035.20	3,186.40	3,346.40	3,513.60	3,688.80
			Monthly	6,576.27	6,903.87	7,250.53	7,612.80	7,992.40
			Annual	78,915.20	82,846.40	87,006.40	91,353.60	95,908.80
GEOGRAPHIC INFO SYSTEM TECHNICIAN II	T465	Classified	Hourly	37.89	39.79	41.77	43.85	46.08
			Bi-Weekly	3,031.20	3,183.20	3,341.60	3,508.00	3,686.40
			Monthly	6,567.60	6,896.93	7,240.13	7,600.67	7,987.20
			Annual	78,811.20	82,763.20	86,881.60	91,208.00	95,846.40
GEOGRAPHIC INFO SYSTEM TECHNICIAN I	T464	Classified	Hourly	34.47	36.18	37.99	39.90	41.89
			Bi-Weekly	2,757.60	2,894.40	3,039.20	3,192.00	3,351.20
			Monthly	5,974.80	6,271.20	6,584.93	6,916.00	7,260.93
			Annual	71,697.60	75,254.40	79,019.20	82,992.00	87,131.20

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INFORMATION TECHNOLOGY TECHNICIAN II	T425	Classified	Hourly	37.89	39.79	41.77	43.85	46.08
			Bi-Weekly	3,031.20	3,183.20	3,341.60	3,508.00	3,686.40
			Monthly	6,567.60	6,896.93	7,240.13	7,600.67	7,987.20
			Annual	78,811.20	82,763.20	86,881.60	91,208.00	95,846.40
INFORMATION TECHNOLOGY TECHNICIAN I	T424	Classified	Hourly	34.47	36.18	37.99	39.90	41.89
			Bi-Weekly	2,757.60	2,894.40	3,039.20	3,192.00	3,351.20
			Monthly	5,974.80	6,271.20	6,584.93	6,916.00	7,260.93
			Annual	71,697.60	75,254.40	79,019.20	82,992.00	87,131.20
INFORMATION SYSTEMS SUPPORT TECHNICIAN	T415	Classified	Hourly	31.04	32.58	34.26	35.96	37.69
			Bi-Weekly	2,483.20	2,606.40	2,740.80	2,876.80	3,015.20
			Monthly	5,380.27	5,647.20	5,938.40	6,233.07	6,532.93
			Annual	64,563.20	67,766.40	71,260.80	74,796.80	78,395.20
DATA SYSTEMS OPERATOR	C450	Classified	Hourly	27.88	29.15	30.60	32.05	33.55
			Bi-Weekly	2,230.40	2,332.00	2,448.00	2,564.00	2,684.00
			Monthly	4,832.53	5,052.67	5,304.00	5,555.33	5,815.33
			Annual	57,990.40	60,632.00	63,648.00	66,664.00	69,784.00
AUDIO VIDEO SPECIALIST	T410	Classified	Hourly	29.57	31.02	32.61	34.22	35.85
			Bi-Weekly	2,365.60	2,481.60	2,608.80	2,737.60	2,868.00
			Monthly	5,125.47	5,376.80	5,652.40	5,931.47	6,214.00
			Annual	61,505.60	64,521.60	67,828.80	71,177.60	74,568.00
VIDEO ASSISTANT	T400	Classified	Hourly					16.24
			Bi-Weekly					1,299.20
			Monthly					2,814.93
			Annual					33,779.20
INFORMATION TECHNOLOGY INTERN	Z121	Classified	Hourly				15.00	20.00
			Bi-Weekly				1,200.00	1,600.00
			Monthly				2,600.00	3,466.67
			Annual				31,200.00	41,600.00

**CLASSIFICATION PLAN
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ATTACHMENT III
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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
ASSOCIATE CIVIL ENGINEER	T215	Classified
ASSISTANT CIVIL ENGINEER	T210	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		

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Classification Title	Job Code	Service Type
GRAPHICS AND MEDIA RELATIONS TECHNICIAN	T300	Classified
DIGITAL APPLICATIONS DEVELOPER	T470	Classified
MANAGEMENT FELLOW	U300	Classified
ECONOMIC DEVELOPMENT		
ECONOMIC DEVELOPMENT MANAGER	H710	Classified
ECONOMIC DEVELOPMENT SPECIALIST	T745	Classified
NEIGHBORHOOD PARTNERSHIP SERVICES		
NEIGHBORHOOD DEVELOPMENT MANAGER	H735	Classified
NEIGHBORHOOD PARTNERSHIP MANAGER	H730	Classified
HOUSING AUTHORITY		
HOUSING MANAGER	H715	Classified
HOUSING DEVELOPMENT SPECIALIST	T750	Classified
HOMEOWNERSHIP COORDINATOR	T710	Classified
DEVELOPMENT SERVICES DEPARTMENT		
DEVELOPMENT SERVICES ADMINISTRATION		
DEPUTY DIRECTOR OF DEVELOPMENT SERVICES	U515	Classified
BUILDING DIVISION		
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
SUPERVISING PERMIT TECHNICIAN	H340	Classified
SENIOR PERMIT TECHNICIAN	C205	Classified
PERMIT TECHNICIAN II	C200	Classified

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PERMIT TECHNICIAN I	C199	Classified
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

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SENIOR CUSTOMER ACCOUNT CLERK	C330	Classified
CUSTOMER ACCOUNT CLERK	C325	Classified
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 INSPECTOR	T500	Classified
FIRE SERVICES SUPERVISOR	H580	Classified
SENIOR FIRE TECHNICIAN	C260	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

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HUMAN RESOURCES ANALYST I	U110	Classified
HUMAN RESOURCES TECHNICIAN	U100	Classified
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
LEAD PROGRAM ASSISTANT	C508	Classified
PROGRAM ASSISTANT	C506	Classified
MAINTENANCE SERVICES DEPARTMENT		
FACILITIES MANAGEMENT		
FACILITIES AND BUILDING MANAGER	H605	Classified
FACILITIES LEADWORKER	M135	Classified
HVAC MECHANIC	M140	Classified

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FACILITIES PAINTER II	M130	Classified
FACILITIES PAINTER I	M125	Classified
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
SENIOR EQUIPMENT MECHANIC	M620	Classified
EQUIPMENT MECHANIC II	M615	Classified
EQUIPMENT MECHANIC I	M610	Classified
EQUIPMENT PARTS STOREKEEPER	M605	Classified
EQUIPMENT SERVICE ATTENDANT	M600	Classified
LANDSCAPE MAINTENANCE DIVISION		
LANDSCAPE MAINTENANCE MANAGER	H615	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
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

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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

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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
AIRPORT BUSINESS SUPERVISOR	H198	Classified
AIRPORT OPERATIONS SPECIALIST	T270	Classified
SENIOR AIRPORT MAINTENANCE WORKER	M510	Classified
AIRPORT MAINTENANCEWORKER	M505	Classified
AIRPORT ATTENDANT	M500	Classified
<i>ENGINEERING/TRANSPORTATION DIVISION</i>		
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
SENIOR CONSTRUCTION INSPECTOR	T250	Classified
CONSTRUCTION INSPECTOR	T245	Classified

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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 SPECIALIST	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 WATER RESOURCES ENGINEER	H813	Classified
SENIOR UTILITIES ENGINEER	H810	Classified
WATER DISTRIBUTION		
UTILITIES OPERATIONS AND MAINTENANCE MANAGER	H835	Classified
UTILITIES OPERATIONS AND MAINTENANCE SUPERVISOR	H830	Classified
UTILITIES FIELD SERVICES SUPERVISOR	H825	Classified
WASTEWATER COLLECTIONS SYSTEM SUPERVISOR	H823	Classified

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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
TECHNOLOGY SOLUTIONS ANALYST II	T445	Classified
TECHNOLOGY SOLUTIONS ANALYST I	T440	Classified

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