

CITY OF HAYWARD

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



CITY OF
HAYWARD
HEART OF THE BAY

Agenda

Thursday, March 12, 2020

5:30 PM

City Hall, Conference Room 2A

Personnel Commission

CALL TO ORDER**PLEDGE OF ALLEGIANCE****PUBLIC COMMENTS:**

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

MINUTES

1. [MIN 20-032](#) Approve the December 12, 2019 Personnel Commission Meeting Minutes

Attachments: [Attachment I 12/12/19 PC Meeting Minutes](#)

REPORTS

City Council Liaison (Information)

Director of Human Resources (Information)

ACTION ITEMS

2. [ACT 20-032](#) Review the Revised Job Descriptions for Groundskeeper II & Groundskeeper III

Attachments: [Attachment I Staff Report](#)
[Attachment II Groundskeeper II Job Description - Redlined Version](#)
[Attachment III Groundskeeper II Job Description - Clean Version](#)
[Attachment IV Groundskeeper III Job Description - Redlined Version](#)
[Attachment V Groundskeeper III Job Description - Clean Version](#)

3. [ACT 20-034](#) Review the Revised Job Description for Water Pollution Source Control Inspector

Attachments: [Attachment I Staff Report](#)
 [Attachment II WPSC Inspector - Redline Version](#)
 [Attachment III WPSC Inspector - Clean Version](#)

4. [ACT 20-033](#) Approve the Proposed Fiscal Year 2020 Agenda Planning Calendar

Attachments: [Attachment I Staff Report](#)

5. [PH 20-017](#) Adopt the Revised Classification Plan for Fiscal Year 2020, Effective December 23, 2019 and Review the Salary Plan for Fiscal Year 2020

Attachments: [Attachment I Staff Report](#)
 [Attachment II FY 2020 Salary Plan](#)
 [Attachment III FY 2020 Class Plan](#)

RECRUITMENT DIVERSITY REPORT (ORAL REPORT)

COMMITTEE MEMBER/STAFF ANNOUNCEMENTS AND REFERRALS

ADJOURNMENT

NEXT REGULAR MEETING – JUNE 11, 2020

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



CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
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File #: MIN 20-032

DATE: March 12, 2020

TO: Personnel Commission

FROM: Assistant City Manager/Interim Director of Human Resources

SUBJECT

Approve the December 12, 2019 Personnel Commission Meeting Minutes

RECOMMENDATION

That the Personnel Commission reviews and approves the December 12, 2019 meeting minutes.

ATTACHMENTS

Attachment I December 12, 2019 Personnel Commission Meeting Minutes



**CITY OF HAYWARD
PERSONNEL COMMISSION
DRAFT MINUTES
Regular Meeting
Thursday, December 12, 2019
Conference Room 2A**

A regular meeting of the City of Hayward Personnel Commission was called to order at 5:35 p.m. on Thursday, December 12, 2019, at Hayward City Hall, Conference Room 2A.

CITY STAFF:

Robin Young, Deputy Director of Human Resources
Lisette Del Pino, Human Resources Analyst II
Anthony Phillip, Human Resources Analyst II
Terence Candell, Human Resources Intern
Michael Vigilia, Senior Assistant City Attorney
Alex Ameri, Director of Public Works
Fred Kelley, Transportation Manager
Phil Nichols, Code Enforcement Manager
Jennie Madrigal, Animal Services Administrator
Adam Perez, Records Administrator
Lili Manuntag, Records Supervisor
Laurel James, Management Analyst II

COMMISSIONERS:

Attendance		<u>REGULAR MEETINGS</u>		<u>SPECIAL MEETINGS</u>	
	Present 12.12.2019 Regular 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.
Allen Zargar	X	1	1	-	-
Erika Cortez	X	2	-	-	-
Nicolia Gooding	X	2	-	-	-
Zheefong He	X	1	1	-	-
Robert Gaumer	X	1	-	-	-
Denise Thompson	X	1	-	-	-
Randy Wright	X	1	-	-	-

X = present O = absent

* Chairperson

PUBLIC COMMENTS

None.

BROWN ACT TRAINING

Senior Assistant City Attorney Michael Vigilia gave the Personnel Commission a brief overview of the Brown Act and answered questions.

APPROVAL OF MINUTES

1. Approval of September 12, 2019 Meeting Minutes (Action)

(M/S/P) (Cortez/Gooding) Approved. Zargar abstained.

REPORTS

City Council Liaison (Information)

Council Member Mark Salinas was unable to attend.

Director of Human Resources (Information)

Deputy Director Robin Young stated that Maria Hurtado, Assistant City Manager/Interim Human Resources Director would not be attending, since she was attending the International County/City Management Association (ICMA) Board of Directors meeting.

Lastly, Deputy Director Young reminded the Personnel Commission that City Hall will be closed for the holidays from December 23rd through January 3rd, reopening on Monday, January 6th.

ACTION ITEMS

2. Review the Revised Job Description for Senior Transportation Engineer

Fred Kelley, Transportation Manager gave an overview of the Senior Transportation Engineer job specification and answered questions.

Commissioner Gaumer asked about the “development of the Citywide Multi-modal Improvement Study” listed under the Definition section. He asked if this was in existence.

Transportation Manager Kelley answered that this study is currently being developed.

Commissioner Gaumer asked how much time is given to an out-of-state applicant to obtain a State of California registration, given that the job description shows a two-year period, but the staff report shows a one-year period.

Transportation Manager answered that some states are reciprocal, but if the applicant is coming from a non-reciprocal state, the applicant would need to obtain a California Professional Engineering license or Traffic Engineering license within two years. Deputy Director Young concurred.

Commissioner Gaumer also asked if the revision date on the footer of the job description should be updated from September 2019 to December 2019.

Deputy Director Young answered that the job description revision date will be updated to December 2019.

Commissioner Gooding asked about the essential duty “may act as City Traffic Engineer, if so designated” and if this in line with their duties, or additional work.

Transportation Manager Kelley answered that in the past, there was only one (1) City Traffic Engineer. However, currently there are two (2) City Traffic Engineers, which is why the job description includes “*may...*”, for coverage purposes.

(M/S/P) (Zargar/Gooding) Approved with changes.

3. Review the Revised Job Description for Records Supervisor

Adam Perez, Records Administrator gave an overview of the Records Supervisor job specification and answered questions.

Commissioner Zargar asked to confirm the removal of the typing qualification in this job description.

Human Resources Analyst Del Pino answered that this was eliminated since this is a supervisory level position and isn't applicable to the software and technology this position will be using. She also added as a reminder that moving forward the Commission will see the elimination of typing requirements from various job specifications as they are identified.

Commissioner Gaumer asked about “read and comprehend legal, technical and complex documents” listed under the Special Requirements section. He asked for an example.

Records Administrator Perez answered that the Police Department receives subpoenas and the Records Supervisor needs to be able to read through and interpret what is being requested, and whether or not what is being requested can be provided.

Commissioner Gooding asked what aspect of their hiring competencies shows capability of performing these tasks.

Records Administrator Perez answered that a lot of this goes into training, which includes subpoena, POST, and internal trainings.

Commissioner Cortez asked if an applicant had a bachelor's degree, could that be substituted for years of professional experience.

Deputy Director Young answered that all of our job descriptions, under education and experience, include typical ways to qualify for the position, and that we do consider transferrable skills and substitutions.

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

4. Review the Revised Job Description for Senior Code Enforcement Inspector and Code Enforcement Inspector I/II

Phil Nichols, Code Enforcement Manager gave an overview of the Senior Code Enforcement Inspector and Code Enforcement Inspector I/II job specifications and answered questions.

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

5. Review the Revised Job Description for Management Fellow

Laurel James, Management Analyst II gave an overview of the Management Fellow job specification and answered questions.

Commissioner Gaumer asked how we compared the rates with other cities/counties.

Human Resources Intern Terence Candell answered that the comparison was completed with other cities/counties that offer the same program through ICMA.

Commissioner Thompson asked what the recruitment process for this position is.

Human Resources Analyst Del Pino answered that the recruitment is administered by ICMA and sources candidates nationally. Management Analyst James added that applicants submit a personal statement and case study.

Commissioner Cortez asked how this Management Fellow program is marketed locally.

Management Analyst James answered that should this position be open for recruitment that it will be advertised by the City of Hayward at the career centers for

Mills College, Cal State East Bay, and San Jose State.

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

6. Proposed Fiscal Year 2020 Agenda Planning Calendar

Robin Young, Deputy Director of Human Resources gave an overview of the report.

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

7. Adopt the Revised Classification and Salary Plan for Fiscal Year 2020, Effective December 23, 2019 and Review the Salary Plan for Fiscal Year 2020

Deputy Director Young gave an overview of the revised Classification and Salary Plan. The revised Salary Plan includes the salary adjustments to the classifications in the City's classified service as a result of the Equity Study Side Letter of Agreement between the City of Hayward and Service Employees International Unit (SEIU) Local 1021 Clerical and Related Unit, and SEIU Local 1021 Maintenance and Operations Unit; the Council approved Memorandum of Understanding between the City of Hayward and Hayward Association of Management Employees (HAME); and the revised terms of the Salary and Benefits Resolution for Unrepresented Management, Human Resources, and City Attorney Employees. The revised Salary Plan also includes salary adjustments to the Mail Clerk, Management Fellow, and a salary correction to Associate Landscape Architect.

Commissioner Gooding asked where the money comes from to support these salary changes.

Deputy Director Young answered that it comes from the City's general fund. She also added that the Commission recommends to Council the approval of the Salary Plan. Lastly, she added that we work closely with the Finance Department on these salary changes for budget review prior to finalizing and bringing to the Personnel Commission.

Commissioner Gooding asked for more understanding about how the general fund is impacted with the changes to the Salary Plan and the Commission's recommendation to Council for approval, as it relates to services that the City provides. She continued that this can be discussed more later.

(M/S/P) (Gaumer/Zargar) Adopted revised Classification Plan.

(M/S/P) (Zargar/Wright) Recommended Salary Plan for Council approval.

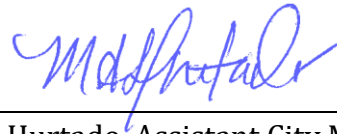
ELECTION OF OFFICERS (Vote)

Commissioner Nicolia Gooding was elected Chair (6-0). Gooding abstained.
Commissioner Erika Cortez was elected Vice Chair (6-0). Cortez abstained.

COMMITTEE MEMBER/STAFF ANNOUNCEMENTS AND REFERRALS

ADJOURNMENT

Meeting was adjourned at 6:38 p.m.



Maria Hurtado, Assistant City Manager/
Interim Director of Human Resources



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777 B Street
Hayward, CA 94541
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File #: ACT 20-032

DATE: March 12, 2020

TO: Personnel Commission

FROM: Assistant City Manager/Interim Director of Human Resources

SUBJECT

Review the Revised Job Descriptions for Groundskeeper II & Groundskeeper III

RECOMMENDATION

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

SUMMARY

The job descriptions for Groundskeeper II and Groundskeeper III have been revised to update the License and Certification requirements of the positions to align with current state requirements and division operational needs.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Groundskeeper II Job Description - Red-Lined Version
Attachment III	Groundskeeper II Job Description - Clean Version
Attachment IV	Groundskeeper III Job Description - Red-Lined Version
Attachment V	Groundskeeper III Job Description - Clean Version



DATE: March 12, 2020

TO: Personnel Commission

FROM: Assistant City Manager/Interim Director of Human Resources

SUBJECT: Review the Revised Job Descriptions for Groundskeeper II & Groundskeeper III

RECOMMENDATION

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

SUMMARY

The job descriptions for Groundskeeper II and Groundskeeper III have been revised to update the License and Certification requirements of the positions to align with current state requirements and division operational needs.

BACKGROUND/DISCUSSION

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

The Maintenance Services Department has requested revisions to the Groundskeeper II and Groundskeeper III job descriptions to align with industry standards and current state requirements. The Groundskeeper II is the journey-level classification while Groundskeeper III is the advanced journey-level classification in the Groundskeeper series and reports to the Landscape Maintenance Manager. The Groundskeeper II journey-level classification was last revised in 2017 and the Groundskeeper III advanced journey-level classification in 2016. Prior to the current revision, candidates were required to obtain an

Agricultural Pest Control Applicator's License within one year of hire. Under state pesticide regulations, the Agricultural Pest Control Applicator's License is only required for individuals who supervise others and lead the operation of restrictive use pesticides. Currently, the Landscape Maintenance Manager oversees this operation.

In order to align with state requirements and to reflect existing conditions within the Landscape division, the job description for Groundskeeper II was revised to eliminate the Agricultural Pest Control Applicator's License requirement and replace it with the Agricultural Pest Control Applicator's Certificate. Considering incumbents in the Groundskeeper III classification may act in the absence of the Landscape Maintenance Manager, the job description for Groundskeeper III was revised to require the Agricultural Pest Control Applicator's Certificate and lists the Agricultural Pest Control Applicator's License as desirable. There were other minor clean up edits to the job descriptions that are identified in redline in the attachments.

Revisions to the Groundskeeper II and Groundskeeper III job description were shared with and accepted by representatives of Service Employees International, Local 1021 Maintenance Unit.

FISCAL IMPACT

There is no fiscal impact to the budget as a result of the above proposed change to these job descriptions.

STRATEGIC ROADMAP

This agenda item is a routine operational item and does not relate to any of the six priorities outlined in the Council's Strategic Roadmap.

Prepared by: Valeria Cazares, Human Resources Technician

Recommended by: Robin Young, Deputy Director of Human Resources
Maria A. Hurtado, Assistant City Manager/Interim Director of Human Resources

Approved by:



Kelly McAdoo, City Manager

CITY OF HAYWARD

GROUNDSKEEPER II

DEFINITION

Under general supervision, performs a variety of unskilled, semi-skilled and skilled groundskeeping duties which may include gardening, landscaping, spraying, tree trimming and equipment operation; supervises and participates in the work of a major field section in the Landscape Maintenance Division.

DISTINGUISHING CHARACTERISTICS

Positions in this class are distinguished from those in the class of Groundskeeper I in that the Groundskeeper II usually performs the more highly skilled and complex assignments and may work independently. Positions in this class have the responsibility of being a leadworker in charge of a functional work unit such as the groundskeeping, landscaping, tree trimming or clean up sections. Positions in this class also have the responsibility of pesticide application and manual methods of weed abatement during weed season. In this capacity a Groundskeeper II may be required to perform duties similar to those performed by Groundskeepers I and Laborers. The duties assigned to positions in this class require that incumbents exercise independent judgement and initiative. Also, operation of a variety of light and moderately heavy equipment is required.

SUPERVISION RECEIVED

General supervision is provided by the Groundskeeper III and the Landscape Maintenance Manager. Responsibilities include supervision of a major field section.

SUPERVISION EXERCISED

May act in Groundskeeper III's absence as needed to exercise effective supervision of one or more crews.

ESSENTIAL DUTIES

Duties may include but are not limited to the following:

Provides work guidance, scheduling and follow up to one or more small crews of semi-skilled and unskilled workers.

Participates in the maintenance and repair of landscaped areas, irrigation systems and related facilities.

Performs semi-skilled trades work in the general classification of carpentry, plumbing, pipefitting, tiling, brick laying, painting and cement work.

ESSENTIAL DUTIES (continued):

Checks on tools and equipment for proper condition and repairs.

Supervises and assists in trimming of small trees and root pruning.

Supervises and assists in removing trees and stumps.

Supervises and assists in landscaping activities such as planting, cultivating, watering, spraying of plants, shrubs, trees, and lawn with fertilizers, ~~pre~~post and pre-emergent herbicides and growth retardants.

Supervises and assists in ground maintenance work such as raking leaves, weeding and litter removal.

Operates tractor equipped with mowers, lawn rollers, fertilizer spreaders, edgers, aerator and backhoe.

Operates equipment such as rototiller, trencher, stump remover, dethatcher, root saw, concrete saw and jackhammer.

Performs heavy physical labor as necessary in the course of duties.

Performs related work as necessary.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

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

Safe operating practices and procedures.

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

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

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

JOB RELATED AND ESSENTIAL QUALIFICATIONS (continued):

Knowledge of (continued):

Safe and effective use of herbicides.

Ability to:

Supervise the activities of one crew and work independently without direct supervision.

Perform a variety of skilled and semi-skilled groundskeeping tasks.

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

Use hand and power tools and equipment.

Perform heavy physical labor.

EXPERIENCE AND EDUCATION

Any combination equivalent to experience and training 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 experience in groundskeeping, including the operation of light and moderately heavy equipment.

Education: Equivalent to completion of the eighth (8th) grade.

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

SPECIAL REQUIREMENTS

Essential duties require the following mental and/or physical ability to: work in variable indoor and outdoor conditions; tolerate exposure to outdoor elements in all weather conditions (e.g. heat, cold, and rain) throughout the year; work in confined workspaces, and be able to tolerate some exposure

SPECIAL REQUIREMENTS (continued):

to varying amounts of vibration and equipment noise, pesticide chemicals, gas, oil and PVC glue and mechanical hazards; frequent standing and walking and occasional kneeling, crouching,

SPECIAL REQUIREMENTS (continued):

stooping, twisting of the upper body, climbing; handling equipment; digital dexterity; perform repetitive hand movements and fine coordination to prepare documents and data using a computer keyboard and mouse/trackball; sit for prolonged periods of time; ability to safely lift and move equipment weighing up to 80 pounds; converse by telephone, email, in person and be clearly understood; read and comprehend technical and complex documents; and interact with the public and all different levels of City staff in an effective and professional manner. Essential functions must be performed with or without reasonable accommodation.

PROBATIONARY PERIOD: One (1) Year.

~~342CS94~~

June 1988

Revised March 1994

Revised May 2017

Revised March 12, 2020 ~~March 1994~~

AAP GROUP: 17

FPPC STATUS: Non-Designated

FLSA STATUS: Non-Exempt

GROUNDSKEEPER II

DEFINITION

Under general supervision, performs a variety of unskilled, semi-skilled and skilled groundskeeping duties which may include gardening, landscaping, spraying, tree trimming and equipment operation; supervises and participates in the work of a major field section in the Landscape Maintenance Division.

DISTINGUISHING CHARACTERISTICS

Positions in this class are distinguished from those in the class of Groundskeeper I in that the Groundskeeper II usually performs the more highly skilled and complex assignments and may work independently. Positions in this class have the responsibility of being a leadworker in charge of a functional work unit such as the groundskeeping, landscaping, tree trimming or clean up sections. Positions in this class also have the responsibility of pesticide application and manual methods of weed abatement during weed season. In this capacity a Groundskeeper II may be required to perform duties similar to those performed by Groundskeepers I and Laborers. The duties assigned to positions in this class require that incumbents exercise independent judgement and initiative. Also, operation of a variety of light and moderately heavy equipment is required.

SUPERVISION RECEIVED

General supervision is provided by the Groundskeeper III and the Landscape Maintenance Manager. Responsibilities include supervision of a major field section.

SUPERVISION EXERCISED

May act in Groundskeeper III's absence as needed to exercise effective supervision of one or more crews.

ESSENTIAL DUTIES

Duties may include but are not limited to the following:

Provides work guidance, scheduling and follow up to one or more small crews of semi-skilled and unskilled workers.

Participates in the maintenance and repair of landscaped areas, irrigation systems and related facilities.

Performs semi-skilled trades work in the general classification of carpentry, plumbing, pipefitting, tiling, brick laying, painting and cement work.

ESSENTIAL DUTIES (continued):

Checks on tools and equipment for proper condition and repairs.

Supervises and assists in trimming of small trees and root pruning.

Supervises and assists in removing trees and stumps.

Supervises and assists in landscaping activities such as planting, cultivating, watering, spraying of plants, shrubs, trees, and lawn with fertilizers, post and pre-emergent herbicides and growth retardants.

Supervises and assists in ground maintenance work such as raking leaves, weeding and litter removal.

Operates tractor equipped with mowers, lawn rollers, fertilizer spreaders, edgers, aerator and backhoe.

Operates equipment such as rototiller, trencher, stump remover, dethatcher, root saw, concrete saw and jackhammer.

Performs heavy physical labor as necessary in the course of duties.

Performs related work as necessary.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

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

Safe operating practices and procedures.

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

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

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

JOB RELATED AND ESSENTIAL QUALIFICATIONS (continued):

Knowledge of (continued):

Safe and effective use of herbicides.

Ability to:

Supervise the activities of one crew and work independently without direct supervision.

Perform a variety of skilled and semi-skilled groundskeeping tasks.

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

Use hand and power tools and equipment.

Perform heavy physical labor.

EXPERIENCE AND EDUCATION

Any combination equivalent to experience and training 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 experience in groundskeeping, including the operation of light and moderately heavy equipment.

Education: Equivalent to completion of the eighth (8th) grade.

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

SPECIAL REQUIREMENTS

Essential duties require the following mental and/or physical ability to: work in variable indoor and outdoor conditions; tolerate exposure to outdoor elements in all weather conditions (e.g. heat, cold, and rain) throughout the year; work in confined workspaces, and be able to tolerate some exposure to varying amounts of vibration and equipment noise, pesticide chemicals, gas, oil and PVC glue and mechanical hazards; frequent standing and walking and occasional kneeling, crouching,

SPECIAL REQUIREMENTS (continued):

stooping, twisting of the upper body, climbing; handling equipment; digital dexterity; perform repetitive hand movements and fine coordination to prepare documents and data using a computer keyboard and mouse/trackball; sit for prolonged periods of time; ability to safely lift and move equipment weighing up to 80 pounds; converse by telephone, email, in person and be clearly understood; read and comprehend technical and complex documents; and interact with the public and all different levels of City staff in an effective and professional manner. Essential functions must be performed with or without reasonable accommodation.

PROBATIONARY PERIOD: One (1) Year.

June 1988

Revised March 1994

Revised May 2017

Revised March 12, 2020

AAP GROUP: 17

FPPC STATUS: Non-Designated

FLSA STATUS: Non-Exempt

GROUNDSKEEPER III

DEFINITION

~~Under general supervision, performs a variety of To supervise one or more crews and perform skilled work in construction and grounds-keeping and supervises one or more crews. The Groundskeeper III is also expected to be the liaison between the Landscape Division and landscape contractors in ensuring contract compliance and solving issues. In addition, the Groundskeeper III has primary responsibility for investigating and reconciling citizens' complaints related to the street tree program and for coordinating the activities of this section with other Departments and Divisions within the City.~~

DISTINGUISHING CHARACTERISTICS

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

SUPERVISION RECEIVED

General supervision is provided by the Landscape Maintenance Manager.

SUPERVISION EXERCISED

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

ESSENTIAL DUTIES

Duties may include but are not limited to the following:

Exercises independent judgment in calculating materials, supplies, and equipment needed for

ESSENTIAL DUTIES (continued):

specific projects, and ensures the availability of same.

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

ESSENTIAL DUTIES (continued):

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

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

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

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

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

Performs heavy physical labor.

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

Performs related work as necessary.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

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

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of (continued):

Safety procedures and techniques.

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

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

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

~~Elementary~~ Principles of effective supervision.

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

Ability to:

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

Perform a variety of skilled and semiskilled groundskeeping tasks.

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

Use hand and power tools and equipment.

Perform heavy physical labor.

Maintain written records.

Work various schedules.

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

Cope with different situations and changing priorities.

Make independent judgements and choose appropriate solutions relative to day-to-day activities.

EXPERIENCE AND EDUCATION

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

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

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

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

SPECIAL REQUIREMENTS

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

PROBATIONARY PERIOD: One (1) Year

~~343CS94~~

September 1976

Revised March 1994

Revised August 2016

Revised March 12, 2020

AAP GROUP: 18

FPPC STATUS: Non-Designated

FLSA STATUS: Non-exempt

GROUNDSKEEPER III

DEFINITION

Under general supervision, performs a variety of skilled work in construction and groundskeeping and supervises one or more crews. The Groundskeeper III is also expected to be the liaison between the Landscape Division and landscape contractors in ensuring contract compliance and solving issues. In addition, the Groundskeeper III has primary responsibility for investigating and reconciling citizens' complaints related to the street tree program and for coordinating the activities of this section with other Departments and Divisions within the City.

DISTINGUISHING CHARACTERISTICS

This is an advanced journey level position in the Groundskeeper series. Positions in this class are distinguished from those in the lower class of Groundskeeper II by the requirement to direct, supervise and coordinate one or more crews in the performance of a variety of complex landscape construction and tree trimming and removal activities requiring the use of light and heavy equipment; or to direct and coordinate the activities of two or more crews; or by the performance of skilled craft work in addition to directing the work of a crew. Work assignment received may be of a general nature requiring the exercise of judgment and initiative in the independent planning, scheduling and prompt completion of the work. Incumbents are expected to exercise effective supervision of staff and may be required to perform duties similar to those performed by a Groundskeeper I, Groundskeeper II or, Tree Trimmer.

SUPERVISION RECEIVED

General supervision is provided by the Landscape Maintenance Manager.

SUPERVISION EXERCISED

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

ESSENTIAL DUTIES

Duties may include but are not limited to the following:

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

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

ESSENTIAL DUTIES (continued):

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

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

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

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

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

Performs heavy physical labor.

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

Performs related work as necessary.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

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

Safety procedures and techniques.

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

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

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

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of (continued):

Principles of effective supervision.

Ability to:

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

Perform a variety of skilled and semiskilled groundskeeping tasks.

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

Use hand and power tools and equipment.

Perform heavy physical labor.

Maintain written records.

Work various schedules.

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

Cope with different situations and changing priorities.

Make independent judgements and choose appropriate solutions relative to day-to-day activities.

EXPERIENCE AND EDUCATION

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

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

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

EXPERIENCE AND EDUCATION (continued)

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

SPECIAL REQUIREMENTS

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

PROBATIONARY PERIOD: One (1) Year

September 1976

Revised March 1994

Revised August 2016

Revised March 12, 2020

AAP GROUP: 18

FPPC STATUS: Non-Designated

FLSA STATUS: Non-exempt



CITY OF HAYWARD

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

File #: ACT 20-034

DATE: March 12, 2020

TO: Personnel Commission

FROM: Assistant City Manager/Interim Director of Human Resources

SUBJECT

Review the Revised Job Description for Water Pollution Source Control Inspector

RECOMMENDATION

That the Personnel Commission reviews and comments on the revised job description for the Water Pollution Source Control Inspector classification to ensure that the employment standards are job-related.

SUMMARY

The job description for Water Pollution Source Control Inspector has been updated to reflect evolved industry standards and terminology to include an accurate classification specification for an equity study. Revisions to the definition, distinguishing characteristics, supervision received/exercised, essential duties, knowledge and abilities, and minimum qualifications have been made to reflect industry standards.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Water Pollution Source Control Inspector Job Description - Red-Lined Version
Attachment III	Water Pollution Source Control Inspector Job Description - Clean Version



DATE: March 12, 2020

TO: Personnel Commission

FROM: Assistant City Manager/Interim Director of Human Resources

SUBJECT: Review the Revised Job Descriptions for Water Pollution Source Control Inspector

RECOMMENDATION

That the Personnel Commission reviews and comments on the revised job description for the Water Pollution Source Control Inspector classification to ensure that the employment standards are job-related.

SUMMARY

The job description for Water Pollution Source Control Inspector has been updated to reflect evolved industry standards and terminology to include an accurate classification specification for an equity study. Revisions to the definition, distinguishing characteristics, supervision received/exercised, essential duties, knowledge and abilities, and minimum qualifications have been made to reflect industry standards.

BACKGROUND/DISCUSSION

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

The Department of Public Works and Utilities requested revisions to the Water Pollution Source Control Inspector job description in order to bring it up to date with industry standards, terminology, and the specialized nature of the Environmental Services Division responsibilities as it was last updated in 1990. The Environmental Services Division's activities include, but are not limited to, water pollution control at the point of discharge (source control) and minimizing stormwater pollutant discharge into the San Francisco Bay. The Water Pollution Source Control Inspector is the journey-level classification in the Water

Pollution Source Control Inspector Series. The incumbents in this classification: perform inspections of businesses and evaluate commercial and industrial facilities for compliance with pretreatment, urban runoff and pollution prevention requirements, and report findings; initiate and participate in enforcement actions; actively observe business activities related to wastewater generation, treatment, and disposal activities; and perform stormwater pollution detection and trouble-shooting source control solutions for water quality pollution prevention.

The proposed changes address evolved industry and organizational standards associated with the specialized nature of the responsibilities performed. The revisions to the Water Pollution Source Control Inspector job descriptions were shared with and accepted by representatives of the International Federation of Professional and Technical Engineers – Local 21 (IFPTE – Local 21).

The City of Hayward and IFPTE – Local 21 negotiated and agreed to a salary survey on classifications in this labor organization, with the goal of identifying any classifications that meet the criteria for salary equity adjustments and implementing those adjustments during the pay period that includes January 1, 2020. Additional time, beyond the original timeline, was needed to establish criteria for the salary equity adjustments, select the consultant for the survey, and discuss the details with the selected consultant. The equity study was recently completed and the Human Resources Department staff will present salary findings and implementation details to the Personnel Commission at the next regular or special Personnel Commission meeting.

A redlined version of the job description showing all proposed tracked changes as well as a final clean version are attached for the Commission's review.

FISCAL IMPACT

There are no fiscal impacts associated with the review of the revised job description. Any necessary budget adjustments resulting from the review will be included in the FY 2021 Operating Budget.

STRATEGIC ROADMAP

This agenda item supports the Council's Strategic Roadmap as these classifications assist in the accomplishment of several items on the project lists. The Strategic Roadmap outlines the City of Hayward's highest priorities over the next three years and a roadmap of specific actions to get there.

Priority: Improve Infrastructure – Water Supply, Sanitation and Storm Sewers

Project Item 17: Meet regulatory requirements for zero trash in stormwater by installing trash capture devices.

17a. Install trash capture devices.

17b. Perform related trash reduction activities.

Prepared by: Lisette Del Pino, Human Resources Analyst II

Recommended by: Robin Young, Deputy Director of Human Resources
Maria A. Hurtado, Assistant City Manager/Interim Director of Human Resources

Approved by:

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

Kelly McAdoo, City Manager

CITY OF HAYWARD

WATER POLLUTION SOURCE CONTROL INSPECTOR

DEFINITION

~~To perform or assist in performing all functions associated with the City's Water Pollution Source Control Program and related activities. Under general supervision in a team environment, performs inspections of businesses and evaluates commercial and industrial facilities for compliance with pretreatment, urban runoff and pollution prevention requirements, and reports findings; reviews, evaluates, and issues wastewater discharge permits; initiates and participates in enforcement actions; represents the City with industries; collects and interprets data related to program; collects samples; prepares reports and documentation; and performs related work as required and other duties as assigned.~~

DISTINGUISHING CHARACTERISTICS

~~This is a journey-level classification, fully competent to perform a variety of field and office duties involving the use of technical concepts and terminology. It is characterized by the ability to actively observe business activities related to wastewater generation, treatment, and disposal activities as well as stormwater pollution detection and trouble-shooting source control solutions for water quality pollution prevention; exercise sound, independent judgment; deal tactfully with the business and residential public; and understand and apply policies, procedures, and regulations independently in a variety of situations.~~

SUPERVISION RECEIVED ~~AND EXERCISED~~

~~General Supervision—supervision~~ is provided by the Senior Water Pollution Source Control Inspector or other ~~higher—higher-level~~ management personnel. ~~Responsibilities may require providing directions to laboratory or field personnel as needed.~~

SUPERVISION EXERCISED

~~Responsibilities may require providing directions to interns as needed.~~

~~EXAMPLES OF~~ESSENTIAL DUTIES

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

~~1.——Collects grab and 24-hour composite samples of industrial, ~~and/or~~ commercial, groundwater, and/or residential wastewater discharges to determine compliance with applicable ordinances, laws, regulations or discharge permits.~~

~~Prepares and maintains wastewater sampling schedule to ensure industrial, commercial,~~

City of Hayward

Water Pollution Source Control Inspector-(continued)

Page 2

groundwater, and residential wastewater sampling commitments are met.

ESSENTIAL DUTIES (continued)

Conducts field surveys as necessary to identify or characterize industrial, commercial, and residential dischargers to both the sanitary and stormwater collection systems.

Acts as liaison between the City of Hayward Water Pollution Source Control and outside contract laboratories responsible for the analysis of wastewater samples not performed by the City of Hayward Water Pollution Source Control Facility Laboratory.

~~2. — Maintains, repairs, designs, and builds~~Installs and calibrates sampling and/or monitoring equipment at appropriate locations to suit.

Conducts stormwater treatment measure inspections to verify operation, management, and maintenance of treatment devices.

Performs waste minimization audits and promotes pollution prevention through special recognition programs to reduce pollutant loading.

Staffs outreach events to promote pollution prevention, integrative pest management, stormwater, and wastewater discharge programs.

~~3. — Prepares and amends industrial wastewater~~Inspects industrial plants to determine compliance with applicable ordinances, laws, regulations, or discharge permits for categorical, significant, and groundwater discharges to the sanitary sewer system.

~~4. — Prepares necessary reports and maintains files and records~~Reviews industrial and commercial building and planning applications including CUP and AUP and other submitted plans and blueprints for stormwater and pretreatment applications and compliance, potential environmental impacts, structural needs for pollution prevention monitoring and inspections, and provide narrative on alternative environmental compliance and mitigation based on current stormwater and pretreatment regulations.

~~5. — Conducts field surveys as necessary to identify or characterize industrial dischargers.~~

~~6. — Investigates customer sewer billing complaints.~~

~~7. — Performs field investigations relative to water pollution incidents and/or complaints.~~

~~8. — Performs laboratory analyses when required.~~

~~9. Performs functions of Sr. Water Pollution Source Control Inspector in latter's absence as authorized.~~ Attends interdepartmental meetings to incorporate required blueprint changes with architect and design engineers to ensure that provisions of the Wastewater Discharge Regulations and Urban Runoff Control Ordinance Regulations are met.

Attends regional meetings to plan regional actions and develop educational materials as pertaining to stormwater and sanitary sewer discharges.

Enters into database industrial user self-monitoring reports, inspections, sampling data, stormwater treatment inspections, and enforcement action responses.

Performs dental inspections and enforce upon dental requirements pursuant to the City of Hayward's Wastewater Discharge Regulations as well as provide public outreach for treatment and stormwater applications regarding dental facilities.

Performs related duties as assigned.

City of Hayward

Water Pollution Source Control Inspector-(continued)

Page 4

JOB RELATED AND ESSENTIAL QUALIFICATIONS

KNOWLEDGE, ABILITIES AND SKILLSKnowledge of:

A. ~~Knowledge of wastewater~~ Wastewater sampling collection procedures, sample preservation techniques, chain of custody documentation and sample holding times, and-

B. ~~Familiarity with water quality analyses~~ analytical methodology.

Laws regulating water quality, including federal and state standards for wastewater and stormwater as well as and water quality sampling protocols.

C. ~~Familiarity with wastewater treatment processes~~ and technology.

General principles of groundwater hydrology, water quality monitoring and analysis.

General principles of horticulture, landscape architecture, construction, and engineering as it relates to green infrastructure for stormwater treatment.

Basic organic and inorganic chemistry as it relates to water quality.

Mechanical skills working with small tools and equipment.

Ability to:

D. ~~Ability to~~ Interact with the public, and all levels of City staff, in an effective and professional manner and maintain effective public and positive working relationships and to be tactful.

Work in noisy and odorous environments.

Communicate tactfully and effectively in a clear and concise manner, both orally and in writing, with customers as well as City personnel.

E. ~~Knowledge of good safety practices~~ Safely lift monitoring equipment, manhole covers, or similar objects weighing up to 70 lbs.

F. ~~Ability to speak and write clearly and effectively.~~

G. ~~Ability to perform industrial waste inspection field work including working in inclement weather and lifting manhole covers or monitoring equipment which may weigh up to 50 lbs.~~

H. ~~Ability to work with minimal supervision.~~ Prioritize work assignments and use effective

time management.

Perform industrial waste and stormwater inspections and associated field work.

Interpret data, technical reports, procedures, and regulations.

Use computers, computer databases, and computer programs such as Microsoft Office Suite, MUNIS, and ArcView.

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

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:

Either

One (1) year of full time experience in one of the following fields or a closely related function:

a) Industrial waste inspection.

b) Mechanical design of industrial process systems.

c) Mechanical engineering technician or mechanical inspector in petroleum refining, food processing or similar.

Or

Two (2) years of experience in as an water pollution control facility laboratory inspector for environmental compliance or similar field.

Education:

Equivalent to two (2) years of college, majoring in any engineering/scientific field which included satisfactory completion of either four quarter courses in water quality control technology or three quarters of college level laboratory courses with major coursework in biology or chemistry, environmental science, or a closely related field.

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

Possession of, or ability to obtain within one (1) year of appointment, a Grade II Environmental Compliance Inspector certificate is highly desirable.

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; 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, crouch, stoop, squat, walk, reach, bend, kneel, climb, twist and safely lift and move equipment and material weighing up to 70 pounds; work indoors and outdoors in various weather conditions; withstand exposure to noise, vibration, chemicals, mechanical and electrical hazards; converse by telephone, by email, in person, and to small or large groups and be clearly understood; read and comprehend legal, technical, and complex documents, interact with the public and all different levels of City staff in an effective and professional manner; and safely drive to various locations throughout the City and County to travel to fulfill assigned duties. Essential functions must be performed with or without reasonable accommodation.

PROBATIONARY PERIOD: One ~~(1) Year~~ year

T810 Water Pollution Source Control Inspector

~~679CS90~~

August 1973

Revised November 1990

Revised ~~October 2019~~ March 12, 2020

AAP GROUP: 5

FLSA STATUS: Non-Exempt

FPPC STATUS: Designated

WATER POLLUTION SOURCE CONTROL INSPECTOR

DEFINITION

Under general supervision in a team environment, performs inspections of businesses and evaluates commercial and industrial facilities for compliance with pretreatment, urban runoff and pollution prevention requirements, and reports findings; reviews, evaluates, and issues wastewater discharge permits; initiates and participates in enforcement actions; represents the City with industries; collects and interprets data related to program; collects samples; prepares reports and documentation; and performs related work as required and other duties as assigned.

DISTINGUISHING CHARACTERISTICS

This is a journey-level classification, fully competent to perform a variety of field and office duties involving the use of technical concepts and terminology. It is characterized by the ability to actively observe business activities related to wastewater generation, treatment, and disposal activities as well as stormwater pollution detection and trouble-shooting source control solutions for water quality pollution prevention; exercise sound, independent judgment; deal tactfully with the business and residential public; and understand and apply policies, procedures, and regulations independently in a variety of situations.

SUPERVISION RECEIVED

General supervision is provided by the Senior Water Pollution Source Control Inspector or other higher-level management personnel.

SUPERVISION EXERCISED

Responsibilities may require providing directions to interns as needed.

ESSENTIAL DUTIES

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

Collects grab and 24-hour composite samples of industrial, commercial, groundwater, and/or residential wastewater discharges to determine compliance with applicable ordinances, laws, regulations or discharge permits.

Prepares and maintains wastewater sampling schedule to ensure industrial, commercial, groundwater, and residential wastewater sampling commitments are met.

ESSENTIAL DUTIES (continued)

Conducts field surveys as necessary to identify or characterize industrial, commercial, and residential dischargers to both the sanitary and stormwater collection systems.

Acts as liaison between the City of Hayward Water Pollution Source Control and outside contract laboratories responsible for the analysis of wastewater samples not performed by the City of Hayward Water Pollution Source Control Facility Laboratory.

Maintains, repairs, designs, and builds monitoring equipment to suit.

Conducts stormwater treatment measure inspections to verify operation, management, and maintenance of treatment devices.

Performs waste minimization audits and promotes pollution prevention through special recognition programs to reduce pollutant loading.

Staffs outreach events to promote pollution prevention, integrative pest management, stormwater, and wastewater discharge programs.

Prepares and amends industrial wastewater discharge permits for categorical, significant, and groundwater discharges to the sanitary sewer system.

Reviews industrial and commercial building and planning applications including CUP and AUP and other submitted plans and blueprints for stormwater and pretreatment applications and compliance, potential environmental impacts, structural needs for pollution prevention monitoring and inspections, and provide narrative on alternative environmental compliance and mitigation based on current stormwater and pretreatment regulations.

Attends interdepartmental meetings to incorporate required blueprint changes with architect and design engineers to ensure that provisions of the Wastewater Discharge Regulations and Urban Runoff Control Ordinance Regulations are met.

Attends regional meetings to plan regional actions and develop educational materials as pertaining to stormwater and sanitary sewer discharges.

Enters into database industrial user self-monitoring reports, inspections, sampling data, stormwater treatment inspections, and enforcement action responses.

Performs dental inspections and enforce upon dental requirements pursuant to the City of Hayward's Wastewater Discharge Regulations as well as provide public outreach for treatment and stormwater applications regarding dental facilities.

City of Hayward
Water Pollution Source Control Inspector
Page 3
Performs related duties as assigned.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Wastewater sampling collection procedures, sample preservation techniques, chain of custody documentation and sample holding times, and water quality analytical methodology.

Laws regulating water quality, including federal and state standards for wastewater and stormwater as well as and water quality sampling protocols.

Familiarity with wastewater treatment processes and technology.

General principles of groundwater hydrology, water quality monitoring and analysis.

General principles of horticulture, landscape architecture, construction, and engineering as it relates to green infrastructure for stormwater treatment.

Basic organic and inorganic chemistry as it relates to water quality.

Mechanical skills working with small tools and equipment.

Ability to:

Interact with the public, and all levels of City staff, in an effective and professional manner and maintain effective and positive working relationships.

Work in noisy and odorous environments.

Communicate tactfully and effectively in a clear and concise manner, both orally and in writing, with customers as well as City personnel.

Safely lift monitoring equipment, manhole covers, or similar objects weighing up to 70 lbs.

Prioritize work assignments and use effective time management.

Perform industrial waste and stormwater inspections and associated field work.

Interpret data, technical reports, procedures, and regulations.

Use computers, computer databases, and computer programs such as Microsoft Office Suite, MUNIS, and ArcView.

EXPERIENCE AND EDUCATION

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

Experience: Two (2) years of experience as an inspector for environmental compliance or similar field.

Education: Equivalent to two (2) years of college with major coursework in biology, chemistry, environmental science, or a closely related field.

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

Possession of, or ability to obtain within one (1) year of appointment, a Grade I Environmental Compliance Inspector certificate is highly desirable.

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; 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, crouch, stoop, squat, walk, reach, bend, kneel, climb, twist and safely lift and move equipment and material weighing up to 70 pounds; work indoors and outdoors in various weather conditions; withstand exposure to noise, vibration, chemicals, mechanical and electrical hazards; converse by telephone, by email, in person, and to small or large groups and be clearly understood; read and comprehend legal, technical, and complex documents, interact with the public and all different levels of City staff in an effective and professional manner; and safely drive to various locations throughout the City and County to travel to fulfill assigned duties. Essential functions must be performed with or without reasonable accommodation.

PROBATIONARY PERIOD: One (1) year
T810 Water Pollution Source Control Inspector
August 1973
Revised November 1990
Revised March 12, 2020
AAP GROUP: 5
FLSA STATUS: Non-Exempt
FPPC STATUS: Designated



CITY OF HAYWARD

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

File #: ACT 20-033

DATE: March 12, 2020

TO: Personnel Commission

FROM: Assistant City Manager/Interim Director of Human Resources

SUBJECT

Approve the Proposed Fiscal Year 2020 Agenda Planning Calendar

RECOMMENDATION

That the Personnel Commission reviews, comments on, and approves the proposed Fiscal Year 2020 agenda planning calendar.

SUMMARY

For the Commission's consideration, staff proposes the following agenda items for fiscal year 2020.

ATTACHMENTS

Attachment I Staff Report



DATE: March 12, 2020

TO: Personnel Commission

FROM: Assistant City Manager/Interim Director of Human Resources

SUBJECT: Approve the Proposed Fiscal Year 2020 Agenda Planning Calendar

RECOMMENDATION

That the Personnel Commission reviews, comments on, and approves the proposed Fiscal Year 2020 agenda planning calendar.

DISCUSSION

For the Commission's consideration, staff recommends the following tentative agenda for fiscal year 2020¹.

Thursday, March 12, 2020
<u>Groundskeeper II</u>
<u>Groundskeeper III</u>
Lead Sweeper Equipment Operator
<u>WPSC Inspector</u>
Salary Plan and Classification Plan
Recruitment Diversity Report (oral report)
Thursday, June 11, 2020
<u>Administrative Secretary - Confidential</u>
<u>Crime Scene Technician</u>
<u>Customer Fields Technician</u>
<u>Graphics and Media Relations Technician</u>
<u>Information Technology Technician I/II</u>
Secretary series
<u>Laborer</u>

¹ Please Note:

- ❖ Striked-Out items are proposed to be removed and/or rescheduled from previously approved planning calendar;
- ❖ Underlined items are proposed to be added (new) and/or scheduled from previously scheduled items.

Thursday, June 11, 2020 (continued)
<u>Lead Sweeper Equipment Operator</u>
<u>Water Meter Mechanic</u>
Salary Plan and Classification Plan
Recruitment Diversity Report

NEXT STEPS

If approved, staff will revise the proposed Fiscal Year 2020 agenda planning calendar list and schedule items accordingly.

Prepared by: Candi Jackson, Human Resources Administrative Assistant

Recommended by: Robin Young, Human Resources Deputy Director
Maria A. Hurtado, Assistant City Manager/Interim Director of Human Resources

Approved by:



Kelly McAadoo, City Manager



CITY OF HAYWARD

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

File #: PH 20-017

DATE: March 12, 2020

TO: Personnel Commission

FROM: Assistant City Manager/Interim Director of Human Resources

SUBJECT

Adopt the Revised Classification Plan for Fiscal Year 2020, Effective December 23, 2019 and Review the Salary Plan for Fiscal Year 2020

RECOMMENDATION

That the Personnel Commission holds a Public Hearing and adopts the revised classification plan for each position in the City's classified service for Fiscal Year 2020, effective December 23, 2019 and reviews and recommends to Council adoption of the revised salary plan for each position in the City's classified service for Fiscal Year 2020, effective December 23, 2019.

SUMMARY

As required by the Municipal Code, the FY 2020 Salary Plan has been updated to reflect salary adjustments to the classifications in the City's classified service including salary adjustments to the Tree Trimmer and Personnel Operations Specialist classifications.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	FY 2020 Salary Plan
Attachment III	FY 2020 Class Plan



DATE: March 12, 2020

TO: Personnel Commission

FROM: Assistant City Manager/Interim Director of Human Resources

SUBJECT: Adopt the Revised Classification Plan for Fiscal Year 2020, Effective December 23, 2019 and Review the Salary Plan for Fiscal Year 2020

RECOMMENDATION

That the Personnel Commission holds a Public Hearing and adopts the revised classification plan for each position in the City's classified service for Fiscal Year 2020, effective December 23, 2019 and reviews and recommends to Council adoption of the revised salary plan for each position in the City's classified service for Fiscal Year 2020, effective December 23, 2019.

SUMMARY

As required by the Municipal Code, the FY 2020 Salary Plan has been updated to reflect salary adjustments to the classifications in the City's classified service including salary adjustments to the Tree Trimmer and Personnel Operations Specialist classifications.

BACKGROUND/DISCUSSION

Salary Adjustments:

SEIU Local 1021 Maintenance and Operations Unit (SEIU)

Tree Trimmer: The salary plan has been revised to correct the salary range for Tree Trimmer; this salary range should have been corrected as a result of the SEIU Local 1021 Clerical and Related and SEIU Local 1021 Maintenance and Operations Units' salary survey. Operationally, the Tree Trimmer classification supervises duties of the Groundskeeper I. Based on internal salary settings to maintain the consistency of a lead classification maintaining 10% above the highest base wage rate of a linked classification, Tree Trimmer will be increased by 1.01%. The salary plan has been updated to reflect the correct salary range which is \$33.39 per hour at Step A and \$38.88 per hour at Step E.

Hayward Association of Management Employees (HAME)

Personnel Operations Specialist: The salary plan has been revised to correct the salary range for Personnel Operations Specialist; this salary range should have been corrected as a result of the SEIU Local 1021 Clerical and Related and SEIU Local 1021 Maintenance and Operations Units' salary survey. Upon creation of this classification, the Personnel Operations Specialist was set internally at 10% above the Administrative Secretary classification.

The salary plan has been updated to reflect the correct salary range which is \$39.61 per hour at Step A and \$46.24 per hour at Step E.

FISCAL IMPACT

The internal equity salary adjustments for Tree Trimmer and Personnel Operations Specialist result in a net fiscal increase of approximately \$8,050 and are not included in the FY 2020 Operating Budget. The salary adjustments for Tree Trimmer and Personnel Operations Specialist will be included with the FY 2021 Operating Budget.

STRATEGIC ROADMAP

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

NEXT STEPS

The salary adjustments will be implemented by the Human Resources and Finance departments retroactive to the pay period including January 1, 2020 and will be reflected on employees' paychecks dated April 17, 2020. Any necessary budget changes will be made during the FY 2020 mid-year review process.

Prepared by: Anthony Phillip, Human Resources Analyst II

Recommended by: Robin Young, Deputy Director of Human Resources
Maria A. Hurtado, Assistant City Manager/Interim Director of Human Resources

Approved by:



Kelly McAdoo, City Manager

**SALARY PLAN FOR ALL CLASSIFICATIONS
(PER MUNI CODE SEC.2-4.30)
FY 2020**

ATTACHMENT II
Recommended by
Personnel Commission
on March 12, 2020
Approved by Council
on March 24, 2020

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	50.86	53.38	56.06	58.86
			Bi-Weekly	4,068.80	4,270.40	4,484.80	4,708.80
			Monthly	8,815.73	9,252.53	9,717.07	10,202.40
			Annual	105,788.80	111,030.40	116,604.80	122,428.80
MANAGEMENT ANALYST II	H110	Classified	Hourly	46.25	48.56	50.99	53.53
			Bi-Weekly	3,700.00	3,884.80	4,079.20	4,282.40
			Monthly	8,016.67	8,417.07	8,838.27	9,278.53
			Annual	96,200.00	101,004.80	106,059.20	111,342.40
MANAGEMENT ANALYST I	H105	Classified	Hourly	42.04	44.16	46.35	48.66
			Bi-Weekly	3,363.20	3,532.80	3,708.00	3,892.80
			Monthly	7,286.93	7,654.40	8,034.00	8,434.40
			Annual	87,443.20	91,852.80	96,408.00	101,212.80
ADMINISTRATIVE SUPERVISOR	H120	Classified	Hourly	38.06	39.95	41.95	44.03
			Bi-Weekly	3,044.80	3,196.00	3,356.00	3,522.40
			Monthly	6,597.07	6,924.67	7,271.33	7,631.87
			Annual	79,164.80	83,096.00	87,256.00	91,582.40
ADMINISTRATIVE SECRETARY	C120	Classified	Hourly	36.01	37.49	38.96	40.43
			Bi-Weekly	2,880.80	2,999.20	3,116.80	3,234.40
			Monthly	6,241.73	6,498.27	6,753.07	7,007.87
			Annual	74,900.80	77,979.20	81,036.80	84,094.40
SENIOR SECRETARY	C115	Classified	Hourly	32.91	34.20	35.59	36.89
			Bi-Weekly	2,632.80	2,736.00	2,847.20	2,951.20
			Monthly	5,704.40	5,928.00	6,168.93	6,394.27
			Annual	68,452.80	71,136.00	74,027.20	76,731.20
SECRETARY	C110	Classified	Hourly	28.96	30.28	31.81	33.29
			Bi-Weekly	2,316.80	2,422.40	2,544.80	2,663.20
			Monthly	5,019.73	5,248.53	5,513.73	5,770.27
			Annual	60,236.80	62,982.40	66,164.80	69,243.20
ADMINISTRATIVE CLERK II	C105	Classified	Hourly	26.19	27.26	28.37	29.64
			Bi-Weekly	2,095.20	2,180.80	2,269.60	2,371.20
			Monthly	4,539.60	4,725.07	4,917.47	5,137.60
			Annual	54,475.20	56,700.80	59,009.60	61,651.20
ADMINISTRATIVE CLERK I	C100	Classified	Hourly	23.05	24.28	25.51	26.87
			Bi-Weekly	1,844.00	1,942.40	2,040.80	2,149.60
			Monthly	3,995.33	4,208.53	4,421.73	4,657.47
			Annual	47,944.00	50,502.40	53,060.80	55,889.60
ADMINISTRATIVE INTERN	Z120	Classified	Hourly				15.82
			Bi-Weekly				1,265.60
			Monthly				2,742.13
			Annual				32,905.60
MAIL CLERK	C410	Classified	Hourly			15.82	16.61
			Bi-Weekly			1,265.60	1,328.80
			Monthly			2,742.13	2,879.07
			Annual			32,905.60	34,548.80

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FY 2020**

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CITY WIDE MAINTENANCE								
ELECTRICIAN II	M410	Classified	Hourly	43.41	45.15	46.92	48.91	50.93
			Bi-Weekly	3,472.80	3,612.00	3,753.60	3,912.80	4,074.40
			Monthly	7,524.40	7,826.00	8,132.80	8,477.73	8,827.87
			Annual	90,292.80	93,912.00	97,593.60	101,732.80	105,934.40
ELECTRICIAN I	M405	Classified	Hourly	39.48	41.10	42.74	44.52	46.33
			Bi-Weekly	3,158.40	3,288.00	3,419.20	3,561.60	3,706.40
			Monthly	6,843.20	7,124.00	7,408.27	7,716.80	8,030.53
			Annual	82,118.40	85,488.00	88,899.20	92,601.60	96,366.40
MAINTENANCE WORKER	M305	Classified	Hourly	31.82	33.09	34.43	35.66	37.03
			Bi-Weekly	2,545.60	2,647.20	2,754.40	2,852.80	2,962.40
			Monthly	5,515.47	5,735.60	5,967.87	6,181.07	6,418.53
			Annual	66,185.60	68,827.20	71,614.40	74,172.80	77,022.40
LABORER	M200 M300 M830 M905	Classified	Hourly	25.65	26.60	27.66	28.79	29.81
			Bi-Weekly	2,052.00	2,128.00	2,212.80	2,303.20	2,384.80
			Monthly	4,446.00	4,610.67	4,794.40	4,990.27	5,167.07
			Annual	53,352.00	55,328.00	57,532.80	59,883.20	62,004.80
CITY ATTORNEY DEPARTMENT								
SENIOR ASSISTANT CITY ATTORNEY	U215	Classified	Hourly	77.11	80.98	85.03	89.28	93.75
			Bi-Weekly	6,168.80	6,478.40	6,802.40	7,142.40	7,500.00
			Monthly	13,365.73	14,036.53	14,738.53	15,475.20	16,250.00
			Annual	160,388.80	168,438.40	176,862.40	185,702.40	195,000.00
ASSISTANT CITY ATTORNEY	U210	Classified	Hourly	70.10	73.61	77.30	81.16	85.22
			Bi-Weekly	5,608.00	5,888.80	6,184.00	6,492.80	6,817.60
			Monthly	12,150.67	12,759.07	13,398.67	14,067.73	14,771.47
			Annual	145,808.00	153,108.80	160,784.00	168,812.80	177,257.60
DEPUTY CITY ATTORNEY II	U205	Classified	Hourly	57.95	60.82	63.87	67.05	70.43
			Bi-Weekly	4,636.00	4,865.60	5,109.60	5,364.00	5,634.40
			Monthly	10,044.67	10,542.13	11,070.80	11,622.00	12,207.87
			Annual	120,536.00	126,505.60	132,849.60	139,464.00	146,494.40
DEPUTY CITY ATTORNEY I	U200	Classified	Hourly	52.67	55.30	58.07	60.98	64.02
			Bi-Weekly	4,213.60	4,424.00	4,645.60	4,878.40	5,121.60
			Monthly	9,129.47	9,585.33	10,065.47	10,569.87	11,096.80
			Annual	109,553.60	115,024.00	120,785.60	126,838.40	133,161.60
SENIOR PARALEGAL	U196	Classified	Hourly	39.16	41.13	43.18	45.33	47.59
			Bi-Weekly	3,132.80	3,290.40	3,454.40	3,626.40	3,807.20
			Monthly	6,787.73	7,129.20	7,484.53	7,857.20	8,248.93
			Annual	81,452.80	85,550.40	89,814.40	94,286.40	98,987.20
PARALEGAL	U195	Classified	Hourly	35.60	37.38	39.25	41.21	43.27
			Bi-Weekly	2,848.00	2,990.40	3,140.00	3,296.80	3,461.60
			Monthly	6,170.67	6,479.20	6,803.33	7,143.07	7,500.13
			Annual	74,048.00	77,750.40	81,640.00	85,716.80	90,001.60
LEGAL SECRETARY II	C935	Classified	Hourly	32.23	34.1	36.67	37.43	39.35
			Bi-Weekly	2,578.40	2,728.00	2,933.60	2,994.40	3,148.00
			Monthly	5,586.53	5,910.67	6,356.13	6,487.87	6,820.67
			Annual	67,038.40	70,928.00	76,273.60	77,854.40	81,848.00
LEGAL SECRETARY I	C930	Classified	Hourly	29.02	30.55	32.16	33.89	35.69
			Bi-Weekly	2,321.60	2,444.00	2,572.80	2,711.20	2,855.20
			Monthly	5,030.13	5,295.33	5,574.40	5,874.27	6,186.27
			Annual	60,361.60	63,544.00	66,892.80	70,491.20	74,235.20
CITY CLERK DEPARTMENT								
DEPUTY CITY CLERK	H500	Classified	Hourly	46.25	48.57	50.98	53.53	56.21
			Bi-Weekly	3,700.00	3,885.60	4,078.40	4,282.40	4,496.80
			Monthly	8,016.67	8,418.80	8,836.53	9,278.53	9,743.07
			Annual	96,200.00	101,025.60	106,038.40	111,342.40	116,916.80

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CITY MANAGER DEPARTMENT								
OFFICE OF THE CITY MANAGER								
GRAPHICS AND MEDIA RELATIONS TECHNICIAN	T300	Classified	Hourly	30.72	32.22	33.93	35.62	37.35
			Bi-Weekly	2,457.60	2,577.60	2,714.40	2,849.60	2,988.00
			Monthly	5,324.80	5,584.80	5,881.20	6,174.13	6,474.00
			Annual	63,897.60	67,017.60	70,574.40	74,089.60	77,688.00
DIGITAL APPLICATIONS DEVELOPER	T470	Classified	Hourly	42.15	44.25	46.46	48.79	51.24
			Bi-Weekly	3,372.00	3,540.00	3,716.80	3,903.20	4,099.20
			Monthly	7,306.00	7,670.00	8,053.07	8,456.93	8,881.60
			Annual	87,672.00	92,040.00	96,636.80	101,483.20	106,579.20
MANAGEMENT FELLOW	U300	Classified	Hourly					38.22
			Bi-Weekly					3,057.60
			Monthly					6,624.80
			Annual					79,497.60
COMMUNITY SERVICES								
COMMUNITY SERVICES MANAGER	H745	Classified	Hourly	63.80	66.98	70.34	73.87	77.55
			Bi-Weekly	5,104.00	5,358.40	5,627.20	5,909.60	6,204.00
			Monthly	11,058.67	11,609.87	12,192.27	12,804.13	13,442.00
			Annual	132,704.00	139,318.40	146,307.20	153,649.60	161,304.00
COMMUNITY PROGRAMS SPECIALIST	T705	Classified	Hourly	40.82	42.95	45.13	47.35	49.66
			Bi-Weekly	3,265.60	3,436.00	3,610.40	3,788.00	3,972.80
			Monthly	7,075.47	7,444.67	7,822.53	8,207.33	8,607.73
			Annual	84,905.60	89,336.00	93,870.40	98,488.00	103,292.80
SENIOR PROPERTY REHABILITATION SPECIALIST	T730	Classified	Hourly	44.89	47.23	49.63	52.08	54.62
			Bi-Weekly	3,591.20	3,778.40	3,970.40	4,166.40	4,369.60
			Monthly	7,780.93	8,186.53	8,602.53	9,027.20	9,467.47
			Annual	93,371.20	98,238.40	103,230.40	108,326.40	113,609.60
PROPERTY REHABILITATION SPECIALIST	T725	Classified	Hourly	40.82	42.95	45.13	47.35	49.66
			Bi-Weekly	3,265.60	3,436.00	3,610.40	3,788.00	3,972.80
			Monthly	7,075.47	7,444.67	7,822.53	8,207.33	8,607.73
			Annual	84,905.60	89,336.00	93,870.40	98,488.00	103,292.80
PARATRANSIT COORDINATOR	T715	Classified	Hourly	38.92	40.86	42.83	45.02	47.22
			Bi-Weekly	3,113.60	3,268.80	3,426.40	3,601.60	3,777.60
			Monthly	6,746.13	7,082.40	7,423.87	7,803.47	8,184.80
			Annual	80,953.60	84,988.80	89,086.40	93,641.60	98,217.60
ECONOMIC DEVELOPMENT								
ECONOMIC DEVELOPMENT MANAGER	H710	Classified	Hourly	63.80	66.98	70.34	73.87	77.55
			Bi-Weekly	5,104.00	5,358.40	5,627.20	5,909.60	6,204.00
			Monthly	11,058.67	11,609.87	12,192.27	12,804.13	13,442.00
			Annual	132,704.00	139,318.40	146,307.20	153,649.60	161,304.00
ECONOMIC DEVELOPMENT SPECIALIST	T745	Classified	Hourly	44.30	46.53	48.80	51.29	53.79
			Bi-Weekly	3,544.00	3,722.40	3,904.00	4,103.20	4,303.20
			Monthly	7,678.67	8,065.20	8,458.67	8,890.27	9,323.60
			Annual	92,144.00	96,782.40	101,504.00	106,683.20	111,883.20
NEIGHBORHOOD PARTNERSHIP SERVICES								
NEIGHBORHOOD DEVELOPMENT MANAGER	H735	Classified	Hourly	62.99	66.12	69.42	72.89	76.54
			Bi-Weekly	5,039.20	5,289.60	5,553.60	5,831.20	6,123.20
			Monthly	10,918.27	11,460.80	12,032.80	12,634.27	13,266.93
			Annual	131,019.20	137,529.60	144,393.60	151,611.20	159,203.20
NEIGHBORHOOD PARTNERSHIP MANAGER	H730	Classified	Hourly	56.64	59.48	62.44	65.57	68.85
			Bi-Weekly	4,531.20	4,758.40	4,995.20	5,245.60	5,508.00
			Monthly	9,817.60	10,309.87	10,822.93	11,365.47	11,934.00
			Annual	117,811.20	123,718.40	129,875.20	136,385.60	143,208.00

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HOUSING AUTHORITY								
HOUSING MANAGER	H715	Classified	Hourly	63.80	66.98	70.34	73.87	77.55
			Bi-Weekly	5,104.00	5,358.40	5,627.20	5,909.60	6,204.00
			Monthly	11,058.67	11,609.87	12,192.27	12,804.13	13,442.00
			Annual	132,704.00	139,318.40	146,307.20	153,649.60	161,304.00
HOUSING DEVELOPMENT SPECIALIST	T750	Classified	Hourly	44.30	46.53	48.80	51.29	53.79
			Bi-Weekly	3,544.00	3,722.40	3,904.00	4,103.20	4,303.20
			Monthly	7,678.67	8,065.20	8,458.67	8,890.27	9,323.60
			Annual	92,144.00	96,782.40	101,504.00	106,683.20	111,883.20
HOMEOWNERSHIP COORDINATOR	T710	Classified	Hourly	38.92	40.86	42.83	45.02	47.22
			Bi-Weekly	3,113.60	3,268.80	3,426.40	3,601.60	3,777.60
			Monthly	6,746.13	7,082.40	7,423.87	7,803.47	8,184.80
			Annual	80,953.60	84,988.80	89,086.40	93,641.60	98,217.60
DEVELOPMENT SERVICES DEPARTMENT								
DEVELOPMENT SERVICE ADMINISTRATION								
DEPUTY DIRECTOR OF DEVELOPMENT SERVICES	U515	Classified	Hourly	74.18	77.90	81.80	85.88	90.19
			Bi-Weekly	5,934.40	6,232.00	6,544.00	6,870.40	7,215.20
			Monthly	12,857.87	13,502.67	14,178.67	14,885.87	15,632.93
			Annual	154,294.40	162,032.00	170,144.00	178,630.40	187,595.20
BUILDING DIVISION								
CITY BUILDING OFFICIAL	H335	Classified	Hourly	65.49	68.77	72.21	75.83	79.61
			Bi-Weekly	5,239.20	5,501.60	5,776.80	6,066.40	6,368.80
			Monthly	11,351.60	11,920.13	12,516.40	13,143.87	13,799.07
			Annual	136,219.20	143,041.60	150,196.80	157,726.40	165,588.80
SUPERVISING BUILDING INSPECTOR	H330	Classified	Hourly	53.47	56.14	58.95	61.90	64.99
			Bi-Weekly	4,277.60	4,491.20	4,716.00	4,952.00	5,199.20
			Monthly	9,268.13	9,730.93	10,218.00	10,729.33	11,264.93
			Annual	111,217.60	116,771.20	122,616.00	128,752.00	135,179.20
SENIOR BUILDING INSPECTOR/STRUCTURAL	T365	Classified	Hourly	43.76	46.10	48.42	50.70	53.24
			Bi-Weekly	3,500.80	3,688.00	3,873.60	4,056.00	4,259.20
			Monthly	7,585.07	7,990.67	8,392.80	8,788.00	9,228.27
			Annual	91,020.80	95,888.00	100,713.60	105,456.00	110,739.20
SENIOR BUILDING INSPECTOR/PLUMBING-MECHANICAL	T360	Classified	Hourly	43.76	46.10	48.42	50.70	53.24
			Bi-Weekly	3,500.80	3,688.00	3,873.60	4,056.00	4,259.20
			Monthly	7,585.07	7,990.67	8,392.80	8,788.00	9,228.27
			Annual	91,020.80	95,888.00	100,713.60	105,456.00	110,739.20
SENIOR BUILDING INSPECTOR/ELECTRICAL	T355	Classified	Hourly	43.76	46.10	48.42	50.70	53.24
			Bi-Weekly	3,500.80	3,688.00	3,873.60	4,056.00	4,259.20
			Monthly	7,585.07	7,990.67	8,392.80	8,788.00	9,228.27
			Annual	91,020.80	95,888.00	100,713.60	105,456.00	110,739.20
BUILDING INSPECTOR	T350	Classified	Hourly	37.78	39.56	41.57	43.69	46.55
			Bi-Weekly	3,022.40	3,164.80	3,325.60	3,495.20	3,724.00
			Monthly	6,548.53	6,857.07	7,205.47	7,572.93	8,068.67
			Annual	78,582.40	82,284.80	86,465.60	90,875.20	96,824.00
PLAN CHECKING ENGINEER	T335	Classified	Hourly	51.17	53.64	56.35	59.28	62.30
			Bi-Weekly	4,093.60	4,291.20	4,508.00	4,742.40	4,984.00
			Monthly	8,869.47	9,297.60	9,767.33	10,275.20	10,798.67
			Annual	106,433.60	111,571.20	117,208.00	123,302.40	129,584.00
SUPERVISING PLAN CHECKER AND EXPEDITOR	H325	Classified	Hourly	57.49	60.35	63.39	66.56	69.89
			Bi-Weekly	4,599.20	4,828.00	5,071.20	5,324.80	5,591.20
			Monthly	9,964.93	10,460.67	10,987.60	11,537.07	12,114.27
			Annual	119,579.20	125,528.00	131,851.20	138,444.80	145,371.20
SENIOR PLAN CHECKER	T330	Classified	Hourly	43.76	46.10	48.42	50.70	53.24
			Bi-Weekly	3,500.80	3,688.00	3,873.60	4,056.00	4,259.20
			Monthly	7,585.07	7,990.67	8,392.80	8,788.00	9,228.27
			Annual	91,020.80	95,888.00	100,713.60	105,456.00	110,739.20
PLAN CHECKER	T325	Classified	Hourly	39.79	41.89	44.02	46.12	48.41
			Bi-Weekly	3,183.20	3,351.20	3,521.60	3,689.60	3,872.80
			Monthly	6,896.93	7,260.93	7,630.13	7,994.13	8,391.07
			Annual	82,763.20	87,131.20	91,561.60	95,929.60	100,692.80

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SUPERVISING PERMIT TECHNICIAN	H340	Classified	Hourly	38.25	40.17	42.17	44.28	46.49
			Bi-Weekly	3,060.00	3,213.60	3,373.60	3,542.40	3,719.20
			Monthly	6,630.00	6,962.80	7,309.47	7,675.20	8,058.27
			Annual	79,560.00	83,553.60	87,713.60	92,102.40	96,699.20
SENIOR PERMIT TECHNICIAN	C205	Classified	Hourly	35.89	37.37	38.82	40.51	42.57
			Bi-Weekly	2,871.20	2,989.60	3,105.60	3,240.80	3,405.60
			Monthly	6,220.93	6,477.47	6,728.80	7,021.73	7,378.80
			Annual	74,651.20	77,729.60	80,745.60	84,260.80	88,545.60
PERMIT TECHNICIAN II	C200	Classified	Hourly	32.36	33.65	35.01	36.53	38.37
			Bi-Weekly	2,588.80	2,692.00	2,800.80	2,922.40	3,069.60
			Monthly	5,609.07	5,832.67	6,068.40	6,331.87	6,650.80
			Annual	67,308.80	69,992.00	72,820.80	75,982.40	79,809.60
PERMIT TECHNICIAN I	C199	Classified	Hourly	29.42	30.59	31.82	33.19	34.88
			Bi-Weekly	2,353.60	2,447.20	2,545.60	2,655.20	2,790.40
			Monthly	5,099.47	5,302.27	5,515.47	5,752.93	6,045.87
			Annual	61,193.60	63,627.20	66,185.60	69,035.20	72,550.40
PLANNING DIVISION								
PLANNING MANAGER	H320	Classified	Hourly	65.72	68.98	72.43	76.05	79.87
			Bi-Weekly	5,257.60	5,518.40	5,794.40	6,084.00	6,389.60
			Monthly	11,391.47	11,956.53	12,554.53	13,182.00	13,844.13
			Annual	136,697.60	143,478.40	150,654.40	158,184.00	166,129.60
PRINCIPAL PLANNER	H315	Classified	Hourly	56.64	59.48	62.44	65.57	68.85
			Bi-Weekly	4,531.20	4,758.40	4,995.20	5,245.60	5,508.00
			Monthly	9,817.60	10,309.87	10,822.93	11,365.47	11,934.00
			Annual	117,811.20	123,718.40	129,875.20	136,385.60	143,208.00
SENIOR PLANNER	H310	Classified	Hourly	50.75	53.27	55.95	58.74	61.68
			Bi-Weekly	4,060.00	4,261.60	4,476.00	4,699.20	4,934.40
			Monthly	8,796.67	9,233.47	9,698.00	10,181.60	10,691.20
			Annual	105,560.00	110,801.60	116,376.00	122,179.20	128,294.40
ASSOCIATE PLANNER	T315	Classified	Hourly	44.43	46.61	48.92	51.44	53.90
			Bi-Weekly	3,554.40	3,728.80	3,913.60	4,115.20	4,312.00
			Monthly	7,701.20	8,079.07	8,479.47	8,916.27	9,342.67
			Annual	92,414.40	96,948.80	101,753.60	106,995.20	112,112.00
ASSISTANT PLANNER	T310	Classified	Hourly	36.46	38.24	40.30	42.77	44.43
			Bi-Weekly	2,916.80	3,059.20	3,224.00	3,381.60	3,554.40
			Monthly	6,319.73	6,628.27	6,985.33	7,326.80	7,701.20
			Annual	75,836.80	79,539.20	83,824.00	87,921.60	92,414.40
JUNIOR PLANNER	T305	Classified	Hourly	32.32	34.03	35.63	37.41	39.24
			Bi-Weekly	2,585.60	2,722.40	2,850.40	2,992.80	3,139.20
			Monthly	5,602.13	5,898.53	6,175.87	6,484.40	6,801.60
			Annual	67,225.60	70,782.40	74,110.40	77,812.80	81,619.20
DEVELOPMENT REVIEW SPECIALIST	T320	Classified	Hourly	38.85	40.73	42.95	45.06	47.35
			Bi-Weekly	3,108.00	3,258.40	3,436.00	3,604.80	3,788.00
			Monthly	6,734.00	7,059.87	7,444.67	7,810.40	8,207.33
			Annual	80,808.00	84,718.40	89,336.00	93,724.80	98,488.00
LANDSCAPE ARCHITECT	H300	Classified	Hourly	59.81	62.79	65.93	69.24	72.71
			Bi-Weekly	4,784.80	5,023.20	5,274.40	5,539.20	5,816.80
			Monthly	10,367.07	10,883.60	11,427.87	12,001.60	12,603.07
			Annual	124,404.80	130,603.20	137,134.40	144,019.20	151,236.80
ASSOCIATE LANDSCAPE ARCHITECT	T370	Classified	Hourly	44.43	46.61	48.92	51.44	53.90
			Bi-Weekly	3,554.40	3,728.80	3,913.60	4,115.20	4,312.00
			Monthly	7,701.20	8,079.07	8,479.47	8,916.27	9,342.67
			Annual	92,414.40	96,948.80	101,753.60	106,995.20	112,112.00
CODE ENFORCEMENT DIVISION								
CODE ENFORCEMENT MANAGER	H703	Classified	Hourly	51.75	54.35	57.06	59.91	62.90
			Bi-Weekly	4,140.00	4,348.00	4,564.80	4,792.80	5,032.00
			Monthly	8,970.00	9,420.67	9,890.40	10,384.40	10,902.67
			Annual	107,640.00	113,048.00	118,684.80	124,612.80	130,832.00
CODE ENFORCEMENT SUPERVISOR	H700	Classified	Hourly	44.99	47.25	49.62	52.09	54.70
			Bi-Weekly	3,599.20	3,780.00	3,969.60	4,167.20	4,376.00
			Monthly	7,798.27	8,190.00	8,600.80	9,028.93	9,481.33
			Annual	93,579.20	98,280.00	103,209.60	108,347.20	113,776.00
SENIOR CODE ENFORCEMENT INSPECTOR	T610	Classified	Hourly	40.13	42.14	44.24	46.45	48.77
			Bi-Weekly	3,210.40	3,371.20	3,539.20	3,716.00	3,901.60
			Monthly	6,955.87	7,304.27	7,668.27	8,051.33	8,453.47
			Annual	83,470.40	87,651.20	92,019.20	96,616.00	101,441.60
CODE ENFORCEMENT INSPECTOR II	T605	Classified	Hourly	36.47	38.29	40.21	42.22	44.33
			Bi-Weekly	2,917.60	3,063.20	3,216.80	3,377.60	3,546.40
			Monthly	6,321.47	6,636.93	6,969.73	7,318.13	7,683.87
			Annual	75,857.60	79,643.20	83,636.80	87,817.60	92,206.40
CODE ENFORCEMENT INSPECTOR I	T600	Classified	Hourly	33.15	34.81	36.54	38.37	40.30
			Bi-Weekly	2,652.00	2,784.80	2,923.20	3,069.60	3,224.00
			Monthly	5,746.00	6,033.73	6,333.60	6,650.80	6,985.33
			Annual	68,952.00	72,404.80	76,003.20	79,809.60	83,824.00

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FY 2020**

ATTACHMENT II
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on March 24, 2020

Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E
FINANCE DEPARTMENT							
ADMINISTRATION DIVISION							
DEPUTY DIRECTOR OF FINANCE	U500	Classified	Hourly	67.77	71.16	74.73	82.37
			Bi-Weekly	5,421.60	5,692.80	5,978.40	6,276.80
			Monthly	11,746.80	12,334.40	12,953.20	13,599.73
			Annual	140,961.60	148,012.80	155,438.40	163,196.80
BUDGET OFFICER	H170	Classified	Hourly	53.26	55.95	58.73	61.67
			Bi-Weekly	4,260.80	4,476.00	4,698.40	4,933.60
			Monthly	9,231.73	9,698.00	10,179.87	10,689.47
			Annual	110,780.80	116,376.00	122,158.40	128,273.60
FINANCIAL ANALYST	H165	Classified	Hourly	46.44	48.75	51.18	53.73
			Bi-Weekly	3,715.20	3,900.00	4,094.40	4,298.40
			Monthly	8,049.60	8,450.00	8,871.20	9,313.20
			Annual	96,595.20	101,400.00	106,454.40	111,758.40
FINANCE TECHNICIAN	C320	Classified	Hourly	34.62	36.34	38.17	40.07
			Bi-Weekly	2,769.60	2,907.20	3,053.60	3,205.60
			Monthly	6,000.80	6,298.93	6,616.13	6,945.47
			Annual	72,009.60	75,587.20	79,393.60	83,345.60
ACCOUNTING DIVISION							
ACCOUNTING MANAGER	H150	Classified	Hourly	61.62	64.69	67.91	71.31
			Bi-Weekly	4,929.60	5,175.20	5,432.80	5,704.80
			Monthly	10,680.80	11,212.93	11,771.07	12,360.40
			Annual	128,169.60	134,555.20	141,252.80	148,324.80
SENIOR ACCOUNTANT	H145	Classified	Hourly	46.72	49.03	51.47	54.05
			Bi-Weekly	3,737.60	3,922.40	4,117.60	4,324.00
			Monthly	8,098.13	8,498.53	8,921.47	9,368.67
			Annual	97,177.60	101,982.40	107,057.60	112,424.00
ACCOUNTANT	H140	Classified	Hourly	42.44	44.56	46.78	49.12
			Bi-Weekly	3,395.20	3,564.80	3,742.40	3,929.60
			Monthly	7,356.27	7,723.73	8,108.53	8,514.13
			Annual	88,275.20	92,684.80	97,302.40	102,169.60
SENIOR ACCOUNT CLERK	C305	Classified	Hourly	29.97	31.43	32.79	34.37
			Bi-Weekly	2,397.60	2,514.40	2,623.20	2,749.60
			Monthly	5,194.80	5,447.87	5,683.60	5,957.47
			Annual	62,337.60	65,374.40	68,203.20	71,489.60
ACCOUNT CLERK	C300	Classified	Hourly	27.31	28.53	29.87	31.24
			Bi-Weekly	2,184.80	2,282.40	2,389.60	2,499.20
			Monthly	4,733.73	4,945.20	5,177.47	5,414.93
			Annual	56,804.80	59,342.40	62,129.60	64,979.20
REVENUE DIVISION							
REVENUE MANAGER	H160	Classified	Hourly	61.62	64.69	67.91	71.31
			Bi-Weekly	4,929.60	5,175.20	5,432.80	5,704.80
			Monthly	10,680.80	11,212.93	11,771.07	12,360.40
			Annual	128,169.60	134,555.20	141,252.80	148,324.80
FINANCE SUPERVISOR	H155	Classified	Hourly	45.92	48.23	50.62	53.15
			Bi-Weekly	3,673.60	3,858.40	4,049.60	4,252.00
			Monthly	7,959.47	8,359.87	8,774.13	9,212.67
			Annual	95,513.60	100,318.40	105,289.60	110,552.00
SUPERVISING CUSTOMER ACCOUNT CLERK	C332	Classified	Hourly	32.56	34.19	35.87	37.68
			Bi-Weekly	2,604.80	2,735.20	2,869.60	3,014.40
			Monthly	5,643.73	5,926.27	6,217.47	6,531.20
			Annual	67,724.80	71,115.20	74,609.60	78,374.40
SENIOR CUSTOMER ACCOUNT CLERK	C330	Classified	Hourly	29.97	31.43	32.79	34.37
			Bi-Weekly	2,397.60	2,514.40	2,623.20	2,749.60
			Monthly	5,194.80	5,447.87	5,683.60	5,957.47
			Annual	62,337.60	65,374.40	68,203.20	71,489.60
CUSTOMER ACCOUNT CLERK	C325	Classified	Hourly	27.31	28.53	29.87	31.24
			Bi-Weekly	2,184.80	2,282.40	2,389.60	2,499.20
			Monthly	4,733.73	4,945.20	5,177.47	5,414.93
			Annual	56,804.80	59,342.40	62,129.60	64,979.20
MAIL AND REVENUE CLERK	C322	Classified	Hourly	23.05	24.28	25.51	26.87
			Bi-Weekly	1,844.00	1,942.40	2,040.80	2,149.60
			Monthly	3,995.33	4,208.53	4,421.73	4,657.47
			Annual	47,944.00	50,502.40	53,060.80	55,889.60
PURCHASING DIVISION							
PURCHASING AND SERVICES MANAGER	H180	Classified	Hourly	53.25	55.92	58.71	61.64
			Bi-Weekly	4,260.00	4,473.60	4,696.80	4,931.20
			Monthly	9,230.00	9,692.80	10,176.40	10,684.27
			Annual	110,760.00	116,313.60	122,116.80	128,211.20
PURCHASING TECHNICIAN	C345	Classified	Hourly	31.49	33.07	34.70	36.41
			Bi-Weekly	2,519.20	2,645.60	2,776.00	2,912.80
			Monthly	5,458.27	5,732.13	6,014.67	6,311.07
			Annual	65,499.20	68,785.60	72,176.00	75,732.80
MAIL AND PURCHASING CLERK	C335	Classified	Hourly	24.86	26.11	27.33	28.75
			Bi-Weekly	1,988.80	2,088.80	2,186.40	2,300.00
			Monthly	4,309.07	4,525.73	4,737.20	4,983.33
			Annual	51,708.80	54,308.80	56,846.40	59,800.00

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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	76.94
			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	71.24
			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	69.93
			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	55.88	58.67	61.60	64.69	67.91
			Bi-Weekly	4,470.40	4,693.60	4,928.00	5,175.20	5,432.80
			Monthly	9,685.87	10,169.47	10,677.33	11,212.93	11,771.07
			Annual	116,230.40	122,033.60	128,128.00	134,555.20	141,252.80
FIRE PROTECTION ENGINEER	T510	Classified	Hourly	51.17	53.64	56.35	59.28	62.80
			Bi-Weekly	4,093.60	4,291.20	4,508.00	4,742.40	4,984.00
			Monthly	8,869.47	9,297.60	9,767.33	10,275.20	10,798.67
			Annual	106,433.60	111,571.20	117,208.00	123,302.40	129,584.00
EMERGENCY MEDICAL SERVICES COORDINATOR	H585	Classified	Hourly	50.82	53.37	56.03	58.82	61.77
			Bi-Weekly	4,065.60	4,269.60	4,482.40	4,705.60	4,941.60
			Monthly	8,808.80	9,250.80	9,711.87	10,195.47	10,706.80
			Annual	105,705.60	111,009.60	116,542.40	122,345.60	128,481.60
ENVIRONMENTAL SPECIALIST	T505	Classified	Hourly	45.26	47.52	49.9	52.39	55.01
			Bi-Weekly	3,620.80	3,801.60	3,992.00	4,191.20	4,400.80
			Monthly	7,845.07	8,236.80	8,649.33	9,080.93	9,535.07
			Annual	94,140.80	98,841.60	103,792.00	108,971.20	114,420.80
HAZARDOUS MATERIALS INSPECTOR	T500	Classified	Hourly	43.12	45.27	47.53	49.92	52.39
			Bi-Weekly	3,449.60	3,621.60	3,802.40	3,993.60	4,191.20
			Monthly	7,474.13	7,846.80	8,238.53	8,652.80	9,080.93
			Annual	89,689.60	94,161.60	98,862.40	103,833.60	108,971.20
FIRE SERVICES SUPERVISOR	H580	Classified	Hourly	50.86	53.41	56.07	58.87	61.82
			Bi-Weekly	4,068.80	4,272.80	4,485.60	4,709.60	4,945.60
			Monthly	8,815.73	9,257.73	9,718.80	10,204.13	10,715.47
			Annual	105,788.80	111,092.80	116,625.60	122,449.60	128,585.60
SENIOR FIRE TECHNICIAN	C260	Classified	Hourly	35.89	37.37	38.82	40.51	42.57
			Bi-Weekly	2,871.20	2,989.60	3,105.60	3,240.80	3,405.60
			Monthly	6,220.93	6,477.47	6,728.80	7,021.73	7,378.80
			Annual	74,651.20	77,729.60	80,745.60	84,260.80	88,545.60
FIRE TECHNICIAN II	C255	Classified	Hourly	31.58	33.15	34.80	36.56	38.37
			Bi-Weekly	2,526.40	2,652.00	2,784.00	2,924.80	3,069.60
			Monthly	5,473.87	5,746.00	6,032.00	6,337.07	6,650.80
			Annual	65,686.40	68,952.00	72,384.00	76,044.80	79,809.60
FIRE TECHNICIAN I	C250	Classified	Hourly	28.68	30.12	31.63	33.21	34.87
			Bi-Weekly	2,294.40	2,409.60	2,530.40	2,656.80	2,789.60
			Monthly	4,971.20	5,220.80	5,482.53	5,756.40	6,044.13
			Annual	59,654.40	62,649.60	65,790.40	69,076.80	72,529.60
HUMAN RESOURCES DEPARTMENT								
DEPUTY DIRECTOR OF HUMAN RESOURCES	U520	Classified	Hourly	67.77	71.16	74.73	78.46	82.37
			Bi-Weekly	5,421.60	5,692.80	5,978.40	6,276.80	6,589.60
			Monthly	11,746.80	12,334.40	12,953.20	13,599.73	14,277.47
			Annual	140,961.60	148,012.80	155,438.40	163,196.80	171,329.60
HUMAN RESOURCES MANAGER	U135	Classified	Hourly	51.06	53.61	56.29	59.11	62.06
			Bi-Weekly	4,084.80	4,288.80	4,503.20	4,728.80	4,964.80
			Monthly	8,850.40	9,292.40	9,756.93	10,245.73	10,757.07
			Annual	106,204.80	111,508.80	117,083.20	122,948.80	129,084.80
SENIOR HUMAN RESOURCES ANALYST	U120	Classified	Hourly	50.86	53.38	56.06	58.86	61.79
			Bi-Weekly	4,068.80	4,270.40	4,484.80	4,708.80	4,943.20
			Monthly	8,815.73	9,252.53	9,717.07	10,202.40	10,710.27
			Annual	105,788.80	111,030.40	116,604.80	122,428.80	128,523.20
HUMAN RESOURCES ANALYST II	U115	Classified	Hourly	46.25	48.56	50.99	53.53	56.20
			Bi-Weekly	3,700.00	3,884.80	4,079.20	4,282.40	4,496.00
			Monthly	8,016.67	8,417.07	8,838.27	9,278.53	9,741.33
			Annual	96,200.00	101,004.80	106,059.20	111,342.40	116,896.00
HUMAN RESOURCES ANALYST I	U110	Classified	Hourly	42.04	44.16	46.35	48.66	51.10
			Bi-Weekly	3,363.20	3,532.80	3,708.00	3,892.80	4,088.00
			Monthly	7,286.93	7,654.40	8,034.00	8,434.40	8,857.33
			Annual	87,443.20	91,852.80	96,408.00	101,212.80	106,288.00
HUMAN RESOURCES TECHNICIAN	U100	Classified	Hourly	30.63	32.17	33.77	35.45	37.22
			Bi-Weekly	2,450.40	2,573.60	2,701.60	2,836.00	2,977.60
			Monthly	5,309.20	5,576.13	5,853.47	6,144.67	6,451.47
			Annual	63,710.40	66,913.60	70,241.60	73,736.00	77,417.60
HUMAN RESOURCES ADMINISTRATIVE ASSISTANT	U105	Classified	Hourly	34.41	36.13	37.93	39.83	41.83
			Bi-Weekly	2,752.80	2,890.40	3,034.40	3,186.40	3,346.40
			Monthly	5,964.40	6,262.53	6,574.53	6,903.87	7,250.53
			Annual	71,572.80	75,150.40	78,894.40	82,846.40	87,006.40

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LIBRARY SERVICES DEPARTMENT							
LIBRARY SERVICES DIVISION							
LIBRARY OPERATIONS MANAGER	H755	Classified	Hourly	44.07	46.27	48.58	51.00
			Bi-Weekly	3,525.60	3,701.60	3,886.40	4,080.00
			Monthly	7,638.80	8,020.13	8,420.53	8,840.00
			Annual	91,665.60	96,241.60	101,046.40	106,080.00
SUPERVISING LIBRARIAN I	H750	Classified	Hourly	44.07	46.27	48.58	51.00
			Bi-Weekly	3,525.60	3,701.60	3,886.40	4,080.00
			Monthly	7,638.80	8,020.13	8,420.53	8,840.00
			Annual	91,665.60	96,241.60	101,046.40	106,080.00
LIBRARIAN II	T795	Classified	Hourly	34.23	35.95	37.68	39.59
			Bi-Weekly	2,738.40	2,876.00	3,014.40	3,167.20
			Monthly	5,933.20	6,231.33	6,531.20	6,862.27
			Annual	71,198.40	74,776.00	78,374.40	82,347.20
LIBRARIAN I	T790	Classified	Hourly	31.04	32.60	34.23	35.86
			Bi-Weekly	2,483.20	2,608.00	2,738.40	2,868.80
			Monthly	5,380.27	5,650.67	5,933.20	6,215.73
			Annual	64,563.20	67,808.00	71,198.40	74,588.80
LEAD LIBRARY ASSISTANT	C520	Classified	Hourly	30.06	31.58	33.08	34.71
			Bi-Weekly	2,404.80	2,526.40	2,646.40	2,776.80
			Monthly	5,210.40	5,473.87	5,733.87	6,016.40
			Annual	62,524.80	65,686.40	68,806.40	72,196.80
SENIOR LIBRARY ASSISTANT	C515	Classified	Hourly	27.75	28.98	30.30	31.65
			Bi-Weekly	2,220.00	2,318.40	2,424.00	2,532.00
			Monthly	4,810.00	5,023.20	5,252.00	5,486.00
			Annual	57,720.00	60,278.40	63,024.00	65,832.00
LIBRARY ASSISTANT	C510	Classified	Hourly	25.15	26.31	27.50	28.76
			Bi-Weekly	2,012.00	2,104.80	2,200.00	2,300.80
			Monthly	4,359.33	4,560.40	4,766.67	4,985.07
			Annual	52,312.00	54,724.80	57,200.00	59,820.80
SENIOR LIBRARY PAGE (.6 FTE)	C505	Classified	Hourly				19.45
			Bi-Weekly				933.60
			Monthly				2,022.80
			Annual				24,273.60
LIBRARY PAGE (.3 FTE)	C500	Classified	Hourly				17.68
			Bi-Weekly				424.32
			Monthly				919.36
			Annual				11,032.32
EDUCATION SERVICES MANAGER	H760	Classified	Hourly	44.07	46.27	48.58	51.00
			Bi-Weekly	3,525.60	3,701.60	3,886.40	4,080.00
			Monthly	7,638.80	8,020.13	8,420.53	8,840.00
			Annual	91,665.60	96,241.60	101,046.40	106,080.00
EDUCATIONAL SERVICES COORDINATOR	T780	Classified	Hourly	30.33	31.86	33.46	35.13
			Bi-Weekly	2,426.40	2,548.80	2,676.80	2,810.40
			Monthly	5,257.20	5,522.40	5,799.73	6,089.20
			Annual	63,086.40	66,268.80	69,596.80	73,070.40
LITERACY PROGRAM COORDINATOR	T785	Classified	Hourly	30.37	31.91	33.49	35.09
			Bi-Weekly	2,429.60	2,552.80	2,679.20	2,807.20
			Monthly	5,264.13	5,531.07	5,804.93	6,082.27
			Annual	63,169.60	66,372.80	69,659.20	72,987.20
LEAD PROGRAM ASSISTANT	C508	Classified	Hourly	30.06	31.58	33.08	34.71
			Bi-Weekly	2,404.80	2,526.40	2,646.40	2,776.80
			Monthly	5,210.40	5,473.87	5,733.87	6,016.40
			Annual	62,524.80	65,686.40	68,806.40	72,196.80
PROGRAM ASSISTANT	C506	Classified	Hourly	25.15	26.31	27.50	28.76
			Bi-Weekly	2,012.00	2,104.80	2,200.00	2,300.80
			Monthly	4,359.33	4,560.40	4,766.67	4,985.07
			Annual	52,312.00	54,724.80	57,200.00	59,820.80

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MAINTENANCE SERVICES DEPARTMENT								
FACILITIES MANAGEMENT								
FACILITIES AND BUILDING MANAGER	H605	Classified	Hourly	55.88	58.65	61.59	64.68	67.91
			Bi-Weekly	4,470.40	4,692.00	4,927.20	5,174.40	5,432.80
			Monthly	9,685.87	10,166.00	10,675.60	11,211.20	11,771.07
			Annual	116,230.40	121,992.00	128,107.20	134,534.40	141,252.80
FACILITIES LEADWORKER	M135	Classified	Hourly	50.91	52.94	54.99	57.26	59.71
			Bi-Weekly	4,072.80	4,235.20	4,399.20	4,580.80	4,776.80
			Monthly	8,824.40	9,176.27	9,531.60	9,925.07	10,349.73
			Annual	105,892.80	110,115.20	114,379.20	119,100.80	124,196.80
HVAC MECHANIC	M140	Classified	Hourly	43.41	45.15	46.92	48.91	50.93
			Bi-Weekly	3,472.80	3,612.00	3,753.60	3,912.80	4,074.40
			Monthly	7,524.40	7,826.00	8,132.80	8,477.73	8,827.87
			Annual	90,292.80	93,912.00	97,593.60	101,732.80	105,934.40
FACILITIES PAINTER II	M130	Classified	Hourly	37.56	39.09	40.62	42.30	44.07
			Bi-Weekly	3,004.80	3,127.20	3,249.60	3,384.00	3,525.60
			Monthly	6,510.40	6,775.60	7,040.80	7,332.00	7,638.80
			Annual	78,124.80	81,307.20	84,489.60	87,984.00	91,665.60
FACILITIES PAINTER I	M125	Classified	Hourly	34.17	35.56	36.99	38.54	40.07
			Bi-Weekly	2,733.60	2,844.80	2,959.20	3,083.20	3,205.60
			Monthly	5,922.80	6,163.73	6,411.60	6,680.27	6,945.47
			Annual	71,073.60	73,964.80	76,939.20	80,163.20	83,345.60
FACILITIES CARPENTER II	M120	Classified	Hourly	37.41	38.89	40.52	42.20	43.95
			Bi-Weekly	2,992.80	3,111.20	3,241.60	3,376.00	3,516.00
			Monthly	6,484.40	6,740.93	7,023.47	7,314.67	7,618.00
			Annual	77,812.80	80,891.20	84,281.60	87,776.00	91,416.00
FACILITIES CARPENTER I	M115	Classified	Hourly	34.04	35.44	36.89	38.38	39.99
			Bi-Weekly	2,723.20	2,835.20	2,951.20	3,070.40	3,199.20
			Monthly	5,900.27	6,142.93	6,394.27	6,652.53	6,931.60
			Annual	70,803.20	73,715.20	76,731.20	79,830.40	83,179.20
FACILITIES SERVICEWORKER II	M110	Classified	Hourly	28.93	30.08	31.30	32.41	33.67
			Bi-Weekly	2,314.40	2,406.40	2,504.00	2,592.80	2,693.60
			Monthly	5,014.53	5,213.87	5,425.33	5,617.73	5,836.13
			Annual	60,174.40	62,566.40	65,104.00	67,412.80	70,033.60
FACILITIES SERVICEWORKER I	M105	Classified	Hourly	26.30	27.35	28.46	29.47	30.60
			Bi-Weekly	2,104.00	2,188.00	2,276.80	2,357.60	2,448.00
			Monthly	4,558.67	4,740.67	4,933.07	5,108.13	5,304.00
			Annual	54,704.00	56,888.00	59,196.80	61,297.60	63,648.00
FLEET MANAGEMENT DIVISION								
FLEET MAINTENANCE MANAGER	H635	Classified	Hourly	55.88	58.65	61.59	64.68	67.91
			Bi-Weekly	4,470.40	4,692.00	4,927.20	5,174.40	5,432.80
			Monthly	9,685.87	10,166.00	10,675.60	11,211.20	11,771.07
			Annual	116,230.40	121,992.00	128,107.20	134,534.40	141,252.80
SENIOR EQUIPMENT MECHANIC	M620	Classified	Hourly	38.81	40.63	42.69	44.91	47.13
			Bi-Weekly	3,104.80	3,250.40	3,415.20	3,592.80	3,770.40
			Monthly	6,727.07	7,042.53	7,399.60	7,784.40	8,169.20
			Annual	80,724.80	84,510.40	88,795.20	93,412.80	98,030.40
EQUIPMENT MECHANIC II	M615	Classified	Hourly	33.44	35.00	36.78	38.70	40.62
			Bi-Weekly	2,674.85	2,799.70	2,942.50	3,095.90	3,249.31
			Monthly	5,795.50	6,066.01	6,375.41	6,707.79	7,040.18
			Annual	69,546.05	72,792.10	76,504.90	80,493.50	84,482.11
EQUIPMENT MECHANIC I	M610	Classified	Hourly	30.44	31.97	33.61	35.26	37.00
			Bi-Weekly	2,434.94	2,557.34	2,688.72	2,820.91	2,959.63
			Monthly	5,275.71	5,540.91	5,825.56	6,111.98	6,412.54
			Annual	63,308.54	66,490.94	69,906.72	73,343.71	76,950.43
EQUIPMENT PARTS STOREKEEPER	M605	Classified	Hourly	28.36	29.88	31.30	32.90	34.56
			Bi-Weekly	2,268.80	2,390.40	2,504.00	2,632.00	2,764.80
			Monthly	4,915.73	5,179.20	5,425.33	5,702.67	5,990.40
			Annual	58,988.80	62,150.40	65,104.00	68,432.00	71,884.80
EQUIPMENT SERVICE ATTENDANT	M600	Classified	Hourly	26.18	27.20	28.33	29.29	30.42
			Bi-Weekly	2,094.40	2,176.00	2,266.40	2,343.20	2,433.60
			Monthly	4,537.87	4,714.67	4,910.53	5,076.93	5,272.80
			Annual	54,454.40	56,576.00	58,926.40	60,923.20	63,273.60

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LANDSCAPE MAINTENANCE DIVISION								
LANDSCAPE MAINTENANCE MANAGER	H615	Classified	Hourly	55.88	58.65	61.59	64.68	67.91
			Bi-Weekly	4,470.40	4,692.00	4,927.20	5,174.40	5,432.80
			Monthly	9,685.87	10,166.00	10,675.60	11,211.20	11,771.07
			Annual	116,230.40	121,992.00	128,107.20	134,534.40	141,252.80
GROUNDSKEEPER III	M215	Classified	Hourly	38.43	39.96	41.58	43.06	44.71
			Bi-Weekly	3,074.40	3,196.80	3,326.40	3,444.80	3,576.80
			Monthly	6,661.20	6,926.40	7,207.20	7,463.73	7,749.73
			Annual	79,934.40	83,116.80	86,486.40	89,564.80	92,996.80
GROUNDSKEEPER II	M210	Classified	Hourly	33.41	34.75	36.16	37.44	38.88
			Bi-Weekly	2,672.80	2,780.00	2,892.80	2,995.20	3,110.40
			Monthly	5,791.07	6,023.33	6,267.73	6,489.60	6,739.20
			Annual	69,492.80	72,280.00	75,212.80	77,875.20	80,870.40
GROUNDSKEEPER I	M205	Classified	Hourly	30.34	31.56	32.89	34.03	35.35
			Bi-Weekly	2,427.20	2,524.80	2,631.20	2,722.40	2,828.00
			Monthly	5,258.93	5,470.40	5,700.93	5,898.53	6,127.33
			Annual	63,107.20	65,644.80	68,411.20	70,782.40	73,528.00
TREE TRIMMER	M220	Classified	Hourly	33.39	34.72	36.13	37.42	38.88
			Bi-Weekly	2,671.20	2,777.60	2,890.40	2,993.60	3,110.40
			Monthly	5,787.60	6,018.13	6,262.53	6,486.13	6,739.20
			Annual	69,451.20	72,217.60	75,150.40	77,833.60	80,870.40
STREET MAINTENANCE DIVISION								
STREETS MAINTENANCE MANAGER	H625	Classified	Hourly	55.88	58.65	61.59	64.68	67.91
			Bi-Weekly	4,470.40	4,692.00	4,927.20	5,174.40	5,432.80
			Monthly	9,685.87	10,166.00	10,675.60	11,211.20	11,771.07
			Annual	116,230.40	121,992.00	128,107.20	134,534.40	141,252.80
SENIOR MAINTENANCE LEADER	M315	Classified	Hourly	39.22	40.74	42.42	43.91	45.60
			Bi-Weekly	3,137.60	3,259.20	3,393.60	3,512.80	3,648.00
			Monthly	6,798.13	7,061.60	7,352.80	7,611.07	7,904.00
			Annual	81,577.60	84,739.20	88,233.60	91,332.80	94,848.00
MAINTENANCE LEADER	M310	Classified	Hourly	34.10	35.43	36.89	38.19	39.65
			Bi-Weekly	2,728.00	2,834.40	2,951.20	3,055.20	3,172.00
			Monthly	5,910.67	6,141.20	6,394.27	6,619.60	6,872.67
			Annual	70,928.00	73,694.40	76,731.20	79,435.20	82,472.00
SWEEPER EQUIPMENT OPERATOR	M700	Classified	Hourly	31.72	32.78	34.10	35.56	36.96
			Bi-Weekly	2,537.60	2,622.40	2,728.00	2,844.80	2,956.80
			Monthly	5,498.13	5,681.87	5,910.67	6,163.73	6,406.40
			Annual	65,977.60	68,182.40	70,928.00	73,964.80	76,876.80
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	34.35	36.05			
			Bi-Weekly	2,748.00	2,884.00			
			Monthly	5,954.00	6,248.67			
			Annual	71,448.00	74,984.00			

**SALARY PLAN FOR ALL CLASSIFICATIONS
(PER MUNI CODE SEC.2-4.30)
FY 2020**

ATTACHMENT II
Recommended by
Personnel Commission
on March 12, 2020
Approved by Council
on March 24, 2020

Classification Title	Job Code	Service Type		Step A	Step B	Step C	Step D	Step E
PROFESSIONAL STAFF								
PERSONNEL AND TRAINING ADMINISTRATOR	H450	Classified	Hourly	63.48	66.66	70.00	73.50	77.17
			Bi-Weekly	5,078.40	5,332.80	5,600.00	5,880.00	6,173.60
			Monthly	11,003.20	11,554.40	12,133.33	12,740.00	13,376.13
			Annual	132,038.40	138,652.80	145,600.00	152,880.00	160,513.60
PERSONNEL OPERATIONS SPECIALIST	H460	Classified	Hourly	39.61	41.24	42.85	44.46	46.24
			Bi-Weekly	3,168.80	3,299.20	3,428.00	3,556.80	3,699.20
			Monthly	6,865.73	7,148.27	7,427.33	7,706.40	8,014.93
			Annual	82,388.80	85,779.20	89,128.00	92,476.80	96,179.20
SENIOR CRIME AND INTELLIGENCE ANALYST	H406	Classified	Hourly	50.86	53.38	56.06	58.86	61.79
			Bi-Weekly	4,068.80	4,270.40	4,484.80	4,708.80	4,943.20
			Monthly	8,815.73	9,252.53	9,717.07	10,202.40	10,710.27
			Annual	105,788.80	111,030.40	116,604.80	122,428.80	128,523.20
CRIME AND INTELLIGENCE ANALYST	H405	Classified	Hourly	46.25	48.56	50.99	53.53	56.20
			Bi-Weekly	3,700.00	3,884.80	4,079.20	4,282.40	4,496.00
			Monthly	8,016.67	8,417.07	8,838.27	9,278.53	9,741.33
			Annual	96,200.00	101,004.80	106,059.20	111,342.40	116,896.00
POLICE PROGRAMS ANALYST	H400	Classified	Hourly	46.25	48.56	50.99	53.53	56.20
			Bi-Weekly	3,700.00	3,884.80	4,079.20	4,282.40	4,496.00
			Monthly	8,016.67	8,417.07	8,838.27	9,278.53	9,741.33
			Annual	96,200.00	101,004.80	106,059.20	111,342.40	116,896.00
SPECIAL OPERATIONS DIVISION								
CRIME PREVENTION SPECIALIST II	C671	Classified	Hourly	34.78	36.51	38.34	40.27	42.28
			Bi-Weekly	2,782.40	2,920.80	3,067.20	3,221.60	3,382.40
			Monthly	6,028.53	6,328.40	6,645.60	6,980.13	7,328.53
			Annual	72,342.40	75,940.80	79,747.20	83,761.60	87,942.40
CRIME PREVENTION SPECIALIST I	C670	Classified	Hourly	31.62	33.19	34.85	36.61	38.43
			Bi-Weekly	2,529.60	2,655.20	2,788.00	2,928.80	3,074.40
			Monthly	5,480.80	5,752.93	6,040.67	6,345.73	6,661.20
			Annual	65,769.60	69,035.20	72,488.00	76,148.80	79,934.40
RESERVE OFFICER COORDINATOR	H455	Classified	Hourly	55.66	58.45	61.36	64.33	67.62
			Bi-Weekly	4,452.80	4,676.00	4,908.80	5,146.40	5,409.60
			Monthly	9,647.73	10,131.33	10,635.73	11,150.53	11,720.80
			Annual	115,772.80	121,576.00	127,628.80	133,806.40	140,649.60
INVESTIGATION DIVISION								
YOUTH AND FAMILY SERVICES ADMINISTRATOR	H445	Classified	Hourly	63.48	66.66	70.00	73.50	77.17
			Bi-Weekly	5,078.40	5,332.80	5,600.00	5,880.00	6,173.60
			Monthly	11,003.20	11,554.40	12,133.33	12,740.00	13,376.13
			Annual	132,038.40	138,652.80	145,600.00	152,880.00	160,513.60
COUNSELING SUPERVISOR	H440	Classified	Hourly	47.98	50.39	52.90	55.54	58.32
			Bi-Weekly	3,838.40	4,031.20	4,232.00	4,443.20	4,665.60
			Monthly	8,316.53	8,734.27	9,169.33	9,626.93	10,108.80
			Annual	99,798.40	104,811.20	110,032.00	115,523.20	121,305.60
FAMILY COUNSELOR	T550	Classified	Hourly	38.04	39.92	41.93	43.84	46.14
			Bi-Weekly	3,043.20	3,193.60	3,354.40	3,507.20	3,691.20
			Monthly	6,593.60	6,919.47	7,267.87	7,598.93	7,997.60
			Annual	79,123.20	83,033.60	87,214.40	91,187.20	95,971.20
CERTIFIED LATENT PRINT EXAMINER	T560	Classified	Hourly	45.26	47.52	49.90	52.39	55.01
			Bi-Weekly	3,620.80	3,801.60	3,992.00	4,191.20	4,400.80
			Monthly	7,845.07	8,236.80	8,649.33	9,080.93	9,535.07
			Annual	94,140.80	98,841.60	103,792.00	108,971.20	114,420.80
SUPPORT SERVICES DIVISION								
OPERATIONS SUPPORT SERVICES MANAGER	U400	Classified	Hourly	73.32	76.99	81.62	85.71	89.97
			Bi-Weekly	5,865.60	6,159.20	6,529.60	6,856.80	7,197.60
			Monthly	12,708.80	13,344.93	14,147.47	14,856.40	15,594.80
			Annual	152,505.60	160,139.20	169,769.60	178,276.80	187,137.60
PROPERTY/EVIDENCE AND CRIME SCENE ADMINISTRATOR	H415	Classified	Hourly	50.86	53.39	56.06	58.87	61.81
			Bi-Weekly	4,068.80	4,271.20	4,484.80	4,709.60	4,944.80
			Monthly	8,815.73	9,254.27	9,717.07	10,204.13	10,713.73
			Annual	105,788.80	111,051.20	116,604.80	122,449.60	128,564.80
PROPERTY AND EVIDENCE SUPERVISOR	H410	Classified	Hourly	37.54	39.42	41.39	43.44	45.61
			Bi-Weekly	3,003.20	3,153.60	3,311.20	3,475.20	3,648.80
			Monthly	6,506.93	6,832.80	7,174.27	7,529.60	7,905.73
			Annual	78,083.20	81,993.60	86,091.20	90,355.20	94,868.80
POLICE ID SPECIALIST	T555	Classified	Hourly	33.53	35.21	36.97	38.84	40.67
			Bi-Weekly	2,682.40	2,816.80	2,957.60	3,107.20	3,253.60
			Monthly	5,811.87	6,103.07	6,408.13	6,732.27	7,049.47
			Annual	69,742.40	73,236.80	76,897.60	80,787.20	84,593.60
CRIME SCENE TECHNICIAN	C685	Classified	Hourly	31.50	32.93	34.44	35.98	37.69
			Bi-Weekly	2,520.00	2,634.40	2,755.20	2,878.40	3,015.20
			Monthly	5,460.00	5,707.87	5,969.60	6,236.53	6,532.93
			Annual	65,520.00	68,494.40	71,635.20	74,838.40	78,395.20
PROPERTY TECHNICIAN	C665	Classified	Hourly	30.44	31.75	33.29	34.81	36.47
			Bi-Weekly	2,435.20	2,540.00	2,663.20	2,784.80	2,917.60
			Monthly	5,276.27	5,503.33	5,770.27	6,033.73	6,321.47
			Annual	63,315.20	66,040.00	69,243.20	72,404.80	75,857.60

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Classification Title	Job Code	Service Type		Step A	Step B	Step C	Step D	Step E
ANIMAL SERVICES ADMINISTRATOR	H430	Classified	Hourly	50.86	53.39	56.06	58.87	61.81
			Bi-Weekly	4,068.80	4,271.20	4,484.80	4,709.60	4,944.80
			Monthly	8,815.73	9,254.27	9,717.07	10,204.13	10,713.73
			Annual	105,788.80	111,051.20	116,604.80	122,449.60	128,564.80
SHELTER OPERATIONS SUPERVISOR	C621	Classified	Hourly	33.54	35.03	36.67	38.34	40.17
			Bi-Weekly	2,683.20	2,802.40	2,933.60	3,067.20	3,213.60
			Monthly	5,813.60	6,071.87	6,356.13	6,645.60	6,962.80
			Annual	69,763.20	72,862.40	76,273.60	79,747.20	83,553.60
ANIMAL CONTROL OFFICER	C610	Classified	Hourly	28.84	30.31	31.70	33.19	34.75
			Bi-Weekly	2,307.20	2,424.80	2,536.00	2,655.20	2,780.00
			Monthly	4,998.93	5,253.73	5,494.67	5,752.93	6,023.33
			Annual	59,987.20	63,044.80	65,936.00	69,035.20	72,280.00
ANIMAL CARE ATTENDANT	C600	Classified	Hourly	23.99	25.01	26.01	27.14	28.49
			Bi-Weekly	1,919.20	2,000.80	2,080.80	2,171.20	2,279.20
			Monthly	4,158.27	4,335.07	4,508.40	4,704.27	4,938.27
			Annual	49,899.20	52,020.80	54,100.80	56,451.20	59,259.20
SHELTER VOLUNTEER COORDINATOR	C607	Classified	Hourly	23.99	25.01	26.01	27.14	28.49
			Bi-Weekly	1,919.20	2,000.80	2,080.80	2,171.20	2,279.20
			Monthly	4,158.27	4,335.07	4,508.40	4,704.27	4,938.27
			Annual	49,899.20	52,020.80	54,100.80	56,451.20	59,259.20
COMMUNICATIONS ADMINISTRATOR	H435	Classified	Hourly	50.86	53.39	56.06	58.87	61.81
			Bi-Weekly	4,068.80	4,271.20	4,484.80	4,709.60	4,944.80
			Monthly	8,815.73	9,254.27	9,717.07	10,204.13	10,713.73
			Annual	105,788.80	111,051.20	116,604.80	122,449.60	128,564.80
COMMUNICATIONS SUPERVISOR	C645	Classified	Hourly	41.53	43.62	45.80	48.08	50.51
			Bi-Weekly	3,322.40	3,489.60	3,664.00	3,846.40	4,040.80
			Monthly	7,198.53	7,560.80	7,938.67	8,333.87	8,755.07
			Annual	86,382.40	90,729.60	95,264.00	100,006.40	105,060.80
COMMUNICATIONS OPERATOR	C635	Classified	Hourly	36.04	37.87	39.73	41.76	43.86
			Bi-Weekly	2,883.20	3,029.60	3,178.40	3,340.80	3,508.80
			Monthly	6,246.93	6,564.13	6,886.53	7,238.40	7,602.40
			Annual	74,963.20	78,769.60	82,638.40	86,860.80	91,228.80
CALL TAKER	C633	Classified	Hourly	29.99	31.46	33.05	34.71	36.44
			Bi-Weekly	2,399.20	2,516.80	2,644.00	2,776.80	2,915.20
			Monthly	5,198.27	5,453.07	5,728.67	6,016.40	6,316.27
			Annual	62,379.20	65,436.80	68,744.00	72,196.80	75,795.20
RECORDS ADMINISTRATOR	H425	Classified	Hourly	50.86	53.39	56.06	58.87	61.81
			Bi-Weekly	4,068.80	4,271.20	4,484.80	4,709.60	4,944.80
			Monthly	8,815.73	9,254.27	9,717.07	10,204.13	10,713.73
			Annual	105,788.80	111,051.20	116,604.80	122,449.60	128,564.80
RECORDS SUPERVISOR	C705	Classified	Hourly	36.05	37.85	39.74	41.73	43.82
			Bi-Weekly	2,884.00	3,028.00	3,179.20	3,338.40	3,505.60
			Monthly	6,248.67	6,560.67	6,888.27	7,233.20	7,595.47
			Annual	74,984.00	78,728.00	82,659.20	86,798.40	91,145.60
POLICE RECORDS CLERK II	C695	Classified	Hourly	28.03	29.15	30.31	31.65	33.20
			Bi-Weekly	2,242.40	2,332.00	2,424.80	2,532.00	2,656.00
			Monthly	4,858.53	5,052.67	5,253.73	5,486.00	5,754.67
			Annual	58,302.40	60,632.00	63,044.80	65,832.00	69,056.00
POLICE RECORDS CLERK I	C690	Classified	Hourly	24.64	25.92	27.30	28.65	30.19
			Bi-Weekly	1,971.20	2,073.60	2,184.00	2,292.00	2,415.20
			Monthly	4,270.93	4,492.80	4,732.00	4,966.00	5,232.93
			Annual	51,251.20	53,913.60	56,784.00	59,592.00	62,795.20
JAIL ADMINISTRATOR	H420	Classified	Hourly	50.86	53.39	56.06	58.87	61.81
			Bi-Weekly	4,068.80	4,271.20	4,484.80	4,709.60	4,944.80
			Monthly	8,815.73	9,254.27	9,717.07	10,204.13	10,713.73
			Annual	105,788.80	111,051.20	116,604.80	122,449.60	128,564.80
JAIL SUPERVISOR	C660	Classified	Hourly	37.08	38.63	40.49	42.38	44.41
			Bi-Weekly	2,966.40	3,090.40	3,239.20	3,390.40	3,552.80
			Monthly	6,427.20	6,695.87	7,018.27	7,345.87	7,697.73
			Annual	77,126.40	80,350.40	84,219.20	88,150.40	92,372.80
COMMUNITY SERVICE OFFICER	C650	Classified	Hourly	32.38	33.79	35.41	37.05	38.81
			Bi-Weekly	2,590.40	2,703.20	2,832.80	2,964.00	3,104.80
			Monthly	5,612.53	5,856.93	6,137.73	6,422.00	6,727.07
			Annual	67,350.40	70,283.20	73,652.80	77,064.00	80,724.80

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PUBLIC WORKS & UTILITIES DEPARTMENT								
ADMINISTRATION								
ASSISTANT DIRECTOR OF PUBLIC WORKS-UTILITIES	U525	Classified	Hourly	78.62	82.56	86.69	91.02	95.58
			Bi-Weekly	6,289.60	6,604.80	6,935.20	7,281.60	7,646.40
			Monthly	13,627.47	14,310.40	15,026.27	15,776.80	16,567.20
			Annual	163,529.60	171,724.80	180,315.20	189,321.60	198,806.40
DEPUTY DIRECTOR OF PUBLIC WORKS	U510	Classified	Hourly	71.47	75.05	78.81	82.75	86.89
			Bi-Weekly	5,717.60	6,004.00	6,304.80	6,620.00	6,951.20
			Monthly	12,388.13	13,008.67	13,660.40	14,343.33	15,060.93
			Annual	148,657.60	156,104.00	163,924.80	172,120.00	180,731.20
WATER RESOURCES MANAGER	H875	Classified	Hourly	71.47	75.05	78.81	82.75	86.89
			Bi-Weekly	5,717.60	6,004.00	6,304.80	6,620.00	6,951.20
			Monthly	12,388.13	13,008.67	13,660.40	14,343.33	15,060.93
			Annual	148,657.60	156,104.00	163,924.80	172,120.00	180,731.20
UTILITIES ENGINEERING MANAGER	H880	Classified	Hourly	71.47	75.05	78.81	82.75	86.89
			Bi-Weekly	5,717.60	6,004.00	6,304.80	6,620.00	6,951.20
			Monthly	12,388.13	13,008.67	13,660.40	14,343.33	15,060.93
			Annual	148,657.60	156,104.00	163,924.80	172,120.00	180,731.20
SENIOR UTILITY SERVICE REPRESENTATIVE	M820	Classified	Hourly	37.85	39.72	41.62	43.76	45.90
			Bi-Weekly	3,028.00	3,177.60	3,329.60	3,500.80	3,672.00
			Monthly	6,560.67	6,884.80	7,214.13	7,585.07	7,956.00
			Annual	78,728.00	82,617.60	86,569.60	91,020.80	95,472.00
STOREKEEPER - EXPEDITER	M100	Classified	Hourly	29.62	30.84	32.00	33.22	34.48
			Bi-Weekly	2,369.60	2,467.20	2,560.00	2,657.60	2,758.40
			Monthly	5,134.13	5,345.60	5,546.67	5,758.13	5,976.53
			Annual	61,609.60	64,147.20	66,560.00	69,097.60	71,718.40
AIRPORT DIVISION SUMMARY								
AIRPORT MANAGER	H205	Classified	Hourly	62.99	66.12	69.42	72.89	76.54
			Bi-Weekly	5,039.20	5,289.60	5,553.60	5,831.20	6,123.20
			Monthly	10,918.27	11,460.80	12,032.80	12,634.27	13,266.93
			Annual	131,019.20	137,529.60	144,393.60	151,611.20	159,203.20
AIRPORT OPERATIONS SUPERVISOR	H200	Classified	Hourly	52.50	55.11	57.87	60.77	63.80
			Bi-Weekly	4,200.00	4,408.80	4,629.60	4,861.60	5,104.00
			Monthly	9,100.00	9,552.40	10,030.80	10,533.47	11,058.67
			Annual	109,200.00	114,628.80	120,369.60	126,401.60	132,704.00
AIRPORT BUSINESS SUPERVISOR	H198	Classified	Hourly	50.86	53.38	56.06	58.86	61.79
			Bi-Weekly	4,068.80	4,270.40	4,484.80	4,708.80	4,943.20
			Monthly	8,815.73	9,252.53	9,717.07	10,202.40	10,710.27
			Annual	105,788.80	111,030.40	116,604.80	122,428.80	128,523.20
AIRPORT OPERATIONS SPECIALIST	T270	Classified	Hourly	30.37	31.91	33.49	35.09	36.89
			Bi-Weekly	2,429.60	2,552.80	2,679.20	2,807.20	2,951.20
			Monthly	5,264.13	5,531.07	5,804.93	6,082.27	6,394.27
			Annual	63,169.60	66,372.80	69,659.20	72,987.20	76,731.20
SENIOR AIRPORT MAINTENANCE WORKER	M510	Classified	Hourly	35.68	36.99	38.47	40.05	41.65
			Bi-Weekly	2,854.40	2,959.20	3,077.60	3,204.00	3,332.00
			Monthly	6,184.53	6,411.60	6,668.13	6,942.00	7,219.33
			Annual	74,214.40	76,939.20	80,017.60	83,304.00	86,632.00
AIRPORT MAINTENANCE WORKER	M505	Classified	Hourly	33.41	34.75	36.15	37.44	38.88
			Bi-Weekly	2,672.80	2,780.00	2,892.00	2,995.20	3,110.40
			Monthly	5,791.07	6,023.33	6,266.00	6,489.60	6,739.20
			Annual	69,492.80	72,280.00	75,192.00	77,875.20	80,870.40
AIRPORT ATTENDANT	M500	Classified	Hourly	26.30	27.35	28.46	29.47	30.60
			Bi-Weekly	2,104.00	2,188.00	2,276.80	2,357.60	2,448.00
			Monthly	4,558.67	4,740.67	4,933.07	5,108.13	5,304.00
			Annual	54,704.00	56,888.00	59,196.80	61,297.60	63,648.00
ENGINEERING/TRANSPORTATION DIVISION								
REAL PROPERTY MANAGER	H225	Classified	Hourly	46.21	48.53	50.94	53.50	56.17
			Bi-Weekly	3,696.80	3,882.40	4,075.20	4,280.00	4,493.60
			Monthly	8,009.73	8,411.87	8,829.60	9,273.33	9,736.13
			Annual	96,116.80	100,942.40	105,955.20	111,280.00	116,833.60
REAL PROPERTY ASSOCIATE	T260	Classified	Hourly	40.22	42.32	44.45	46.61	48.90
			Bi-Weekly	3,217.60	3,385.60	3,556.00	3,728.80	3,912.00
			Monthly	6,971.47	7,335.47	7,704.67	8,079.07	8,476.00
			Annual	83,657.60	88,025.60	92,456.00	96,948.80	101,712.00
REAL PROPERTY ASSISTANT	T255	Classified	Hourly	34.28	35.99	37.71	39.59	41.58
			Bi-Weekly	2,742.40	2,879.20	3,016.80	3,167.20	3,326.40
			Monthly	5,941.87	6,238.27	6,536.40	6,862.27	7,207.20
			Annual	71,302.40	74,859.20	78,436.80	82,347.20	86,486.40
SENIOR CIVIL ENGINEER	H240	Classified	Hourly	59.57	62.54	65.68	68.95	72.39
			Bi-Weekly	4,765.60	5,003.20	5,254.40	5,516.00	5,791.20
			Monthly	10,325.47	10,840.27	11,384.53	11,951.33	12,547.60
			Annual	123,905.60	130,083.20	136,614.40	143,416.00	150,571.20
ASSOCIATE CIVIL ENGINEER	T215	Classified	Hourly	47.81	50.22	52.66	55.34	58.03
			Bi-Weekly	3,824.80	4,017.60	4,212.80	4,427.20	4,642.40
			Monthly	8,287.07	8,704.80	9,127.73	9,592.27	10,058.53
			Annual	99,444.80	104,457.60	109,532.80	115,107.20	120,702.40
ASSISTANT CIVIL ENGINEER	T210	Classified	Hourly	41.19	43.32	45.53	47.73	50.12
			Bi-Weekly	3,295.20	3,465.60	3,642.40	3,818.40	4,009.60
			Monthly	7,139.60	7,508.80	7,891.87	8,273.20	8,687.47
			Annual	85,675.20	90,105.60	94,702.40	99,278.40	104,249.60

**SALARY PLAN FOR ALL CLASSIFICATIONS
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ATTACHMENT II
Recommended by
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on March 24, 2020

Classification Title	Job Code	Service Type		Step A	Step B	Step C	Step D	Step E
ENGINEERING TECHNICIAN	T200	Classified	Hourly	32.69	34.27	36.01	37.80	39.61
			Bi-Weekly	2,615.20	2,741.60	2,880.80	3,024.00	3,168.80
			Monthly	5,666.27	5,940.13	6,241.73	6,552.00	6,865.73
			Annual	67,995.20	71,281.60	74,900.80	78,624.00	82,388.80
SURVEY ENGINEER	H230	Classified	Hourly	54.08	56.78	59.63	62.61	65.73
			Bi-Weekly	4,326.40	4,542.40	4,770.40	5,008.80	5,258.40
			Monthly	9,373.87	9,841.87	10,335.87	10,852.40	11,393.20
			Annual	112,486.40	118,102.40	124,030.40	130,228.80	136,718.40
SURVEYOR	T265	Classified	Hourly	38.90	40.81	42.84	44.97	47.23
			Bi-Weekly	3,112.00	3,264.80	3,427.20	3,597.60	3,778.40
			Monthly	6,742.67	7,073.73	7,425.60	7,794.80	8,186.53
			Annual	80,912.00	84,884.80	89,107.20	93,537.60	98,238.40
TRANSPORTATION MANAGER	H220	Classified	Hourly	69.33	72.81	76.45	80.27	84.27
			Bi-Weekly	5,546.40	5,824.80	6,116.00	6,421.60	6,741.60
			Monthly	12,017.20	12,620.40	13,251.33	13,913.47	14,606.80
			Annual	144,206.40	151,444.80	159,016.00	166,961.60	175,281.60
SENIOR TRANSPORTATION ENGINEER	H215	Classified	Hourly	60.14	63.15	66.30	69.62	73.09
			Bi-Weekly	4,811.20	5,052.00	5,304.00	5,569.60	5,847.20
			Monthly	10,424.27	10,946.00	11,492.00	12,067.47	12,668.93
			Annual	125,091.20	131,352.00	137,904.00	144,809.60	152,027.20
ASSOCIATE TRANSPORTATION ENGINEER	T240	Classified	Hourly	47.81	50.22	52.66	55.34	58.03
			Bi-Weekly	3,824.80	4,017.60	4,212.80	4,427.20	4,642.40
			Monthly	8,287.07	8,704.80	9,127.73	9,592.27	10,058.53
			Annual	99,444.80	104,457.60	109,532.80	115,107.20	120,702.40
ASSISTANT TRANSPORTATION ENGINEER	T235	Classified	Hourly	41.19	43.32	45.53	47.73	50.12
			Bi-Weekly	3,295.20	3,465.60	3,642.40	3,818.40	4,009.60
			Monthly	7,139.60	7,508.80	7,891.87	8,273.20	8,687.47
			Annual	85,675.20	90,105.60	94,702.40	99,278.40	104,249.60
SENIOR TRANSPORTATION PLANNER	H210	Classified	Hourly	50.75	53.27	55.95	58.74	61.68
			Bi-Weekly	4,060.00	4,261.60	4,476.00	4,699.20	4,934.40
			Monthly	8,796.67	9,233.47	9,698.00	10,181.60	10,691.20
			Annual	105,560.00	110,801.60	116,376.00	122,179.20	128,294.40
ASSOCIATE TRANSPORTATION PLANNER	T225	Classified	Hourly	44.43	46.61	48.92	51.44	53.90
			Bi-Weekly	3,554.40	3,728.80	3,913.60	4,115.20	4,312.00
			Monthly	7,701.20	8,079.07	8,479.47	8,916.27	9,342.67
			Annual	92,414.40	96,948.80	101,753.60	106,995.20	112,112.00
TRAFFIC SIGNAL TECHNICIAN	T220	Classified	Hourly	32.69	34.27	36.01	37.80	39.61
			Bi-Weekly	2,615.20	2,741.60	2,880.80	3,024.00	3,168.80
			Monthly	5,666.27	5,940.13	6,241.73	6,552.00	6,865.73
			Annual	67,995.20	71,281.60	74,900.80	78,624.00	82,388.80
SUPERVISING CONSTRUCTION INSPECTOR	H235	Classified	Hourly	53.47	56.14	58.95	61.90	64.99
			Bi-Weekly	4,277.60	4,491.20	4,716.00	4,952.00	5,199.20
			Monthly	9,268.13	9,730.93	10,218.00	10,729.33	11,264.93
			Annual	111,217.60	116,771.20	122,616.00	128,752.00	135,179.20
SENIOR CONSTRUCTION INSPECTOR	T250	Classified	Hourly	43.76	46.10	48.42	50.70	53.24
			Bi-Weekly	3,500.80	3,688.00	3,873.60	4,056.00	4,259.20
			Monthly	7,585.07	7,990.67	8,392.80	8,788.00	9,228.27
			Annual	91,020.80	95,888.00	100,713.60	105,456.00	110,739.20
CONSTRUCTION INSPECTOR	T245	Classified	Hourly	36.67	38.55	40.35	42.39	44.55
			Bi-Weekly	2,933.60	3,084.00	3,228.00	3,391.20	3,564.00
			Monthly	6,356.13	6,682.00	6,994.00	7,347.60	7,722.00
			Annual	76,273.60	80,184.00	83,928.00	88,171.20	92,664.00

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RECYCLING-SOLID WASTE								
SOLID WASTE PROGRAM MANAGER	H800	Classified	Hourly	50.86	53.38	56.06	58.86	61.79
			Bi-Weekly	4,068.80	4,270.40	4,484.80	4,708.80	4,943.20
			Monthly	8,815.73	9,252.53	9,717.07	10,202.40	10,710.27
			Annual	105,788.80	111,030.40	116,604.80	122,428.80	128,523.20
RECYCLING SPECIALIST	T800	Classified	Hourly	34.58	36.30	38.07	40.01	41.99
			Bi-Weekly	2,766.40	2,904.00	3,045.60	3,200.80	3,359.20
			Monthly	5,993.87	6,292.00	6,598.80	6,935.07	7,278.27
			Annual	71,926.40	75,504.00	79,185.60	83,220.80	87,339.20
SUSTAINABILITY SPECIALIST	T803	Classified	Hourly	37.16	39.01	40.96	43.01	45.16
			Bi-Weekly	2,972.80	3,120.80	3,276.80	3,440.80	3,612.80
			Monthly	6,441.07	6,761.73	7,099.73	7,455.07	7,827.73
			Annual	77,292.80	81,140.80	85,196.80	89,460.80	93,932.80
SUSTAINABILITY TECHNICIAN	T802	Classified	Hourly	33.78	35.46	37.23	39.08	41.05
			Bi-Weekly	2,702.40	2,836.80	2,978.40	3,126.40	3,284.00
			Monthly	5,855.20	6,146.40	6,453.20	6,773.87	7,115.33
			Annual	70,262.40	73,756.80	77,438.40	81,286.40	85,384.00
WATER POLLUTION CONTROL FACILITY (WPCF)								
WATER POLLUTION CONTROL FACILITY MANAGER	H870	Classified	Hourly	71.47	75.05	78.81	82.75	86.89
			Bi-Weekly	5,717.60	6,004.00	6,304.80	6,620.00	6,951.20
			Monthly	12,388.13	13,008.67	13,660.40	14,343.33	15,060.93
			Annual	148,657.60	156,104.00	163,924.80	172,120.00	180,731.20
WPCF OPERATIONS AND MAINTENANCE MANAGER	H865	Classified	Hourly	58.29	61.21	64.28	67.50	70.87
			Bi-Weekly	4,663.20	4,896.80	5,142.40	5,400.00	5,669.60
			Monthly	10,103.60	10,609.73	11,141.87	11,700.00	12,284.13
			Annual	121,243.20	127,316.80	133,702.40	140,400.00	147,409.60
WPCF MAINTENANCE SUPERVISOR	H860	Classified	Hourly	53.03	55.66	58.45	61.38	64.45
			Bi-Weekly	4,242.40	4,452.80	4,676.00	4,910.40	5,156.00
			Monthly	9,191.87	9,647.73	10,131.33	10,639.20	11,171.33
			Annual	110,302.40	115,772.80	121,576.00	127,670.40	134,056.00
WPCF OPERATIONS SUPERVISOR	H855	Classified	Hourly	53.03	55.66	58.45	61.38	64.45
			Bi-Weekly	4,242.40	4,452.80	4,676.00	4,910.40	5,156.00
			Monthly	9,191.87	9,647.73	10,131.33	10,639.20	11,171.33
			Annual	110,302.40	115,772.80	121,576.00	127,670.40	134,056.00
WPCF LEAD OPERATOR	M935	Classified	Hourly	45.31	47.12	49.00	50.91	52.98
			Bi-Weekly	3,624.80	3,769.60	3,920.00	4,072.80	4,238.40
			Monthly	7,853.73	8,167.47	8,493.33	8,824.40	9,183.20
			Annual	94,244.80	98,009.60	101,920.00	105,892.80	110,198.40
WPCF OPERATOR	M930	Classified	Hourly	39.40	40.97	42.61	44.27	46.07
			Bi-Weekly	3,152.00	3,277.60	3,408.80	3,541.60	3,685.60
			Monthly	6,829.33	7,101.47	7,385.73	7,673.47	7,985.47
			Annual	81,952.00	85,217.60	88,628.80	92,081.60	95,825.60
OPERATOR-IN-TRAINING	M925	Classified	Hourly	36.07	37.49	39.06	40.40	41.98
			Bi-Weekly	2,885.60	2,999.20	3,124.80	3,232.00	3,358.40
			Monthly	6,252.13	6,498.27	6,770.40	7,002.67	7,276.53
			Annual	75,025.60	77,979.20	81,244.80	84,032.00	87,318.40

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LAB SUPERVISOR	H850	Classified	Hourly	53.03	55.66	58.45	61.38	64.45
			Bi-Weekly	4,242.40	4,452.80	4,676.00	4,910.40	5,156.00
			Monthly	9,191.87	9,647.73	10,131.33	10,639.20	11,171.33
			Annual	110,302.40	115,772.80	121,576.00	127,670.40	134,056.00
CHEMIST	T807	Classified	Hourly	40.83	42.88	45.03	47.27	49.63
			Bi-Weekly	3,266.40	3,430.40	3,602.40	3,781.60	3,970.40
			Monthly	7,077.20	7,432.53	7,805.20	8,193.47	8,602.53
			Annual	84,926.40	89,190.40	93,662.40	98,321.60	103,230.40
LABORATORY TECHNICIAN	T805	Classified	Hourly	35.51	36.84	38.26	39.83	41.32
			Bi-Weekly	2,840.80	2,947.20	3,060.80	3,186.40	3,305.60
			Monthly	6,155.07	6,385.60	6,631.73	6,903.87	7,162.13
			Annual	73,860.80	76,627.20	79,580.80	82,846.40	85,945.60

WATER POLLUTION SOURCE CONTROL								
ENVIRONMENTAL SERVICES MANAGER	H805	Classified	Hourly	61.66	64.74	67.98	71.38	74.95
			Bi-Weekly	4,932.80	5,179.20	5,438.40	5,710.40	5,996.00
			Monthly	10,687.73	11,221.60	11,783.20	12,372.53	12,991.33
			Annual	128,252.80	134,659.20	141,398.40	148,470.40	155,896.00
WATER POLLUTION CONTROL ADMINISTRATOR	H845	Classified	Hourly	53.59	56.27	59.08	62.05	65.16
			Bi-Weekly	4,287.20	4,501.60	4,726.40	4,964.00	5,212.80
			Monthly	9,288.93	9,753.47	10,240.53	10,755.33	11,294.40
			Annual	111,467.20	117,041.60	122,886.40	129,064.00	135,532.80
SENIOR WATER POLLUTION SOURCE CONTROL INSPECTOR	T815	Classified	Hourly	40.60	42.71	44.85	46.98	49.37
			Bi-Weekly	3,248.00	3,416.80	3,588.00	3,758.40	3,949.60
			Monthly	7,037.33	7,403.07	7,774.00	8,143.20	8,557.47
			Annual	84,448.00	88,836.80	93,288.00	97,718.40	102,689.60
WATER POLLUTION SOURCE CONTROL INSPECTOR	T810	Classified	Hourly	36.90	38.82	40.59	42.68	44.80
			Bi-Weekly	2,952.00	3,105.60	3,247.20	3,414.40	3,584.00
			Monthly	6,396.00	6,728.80	7,035.60	7,397.87	7,765.33
			Annual	76,752.00	80,745.60	84,427.20	88,774.40	93,184.00
TECHNICAL INTERN	Z125	Classified	Hourly					15.82
			Bi-Weekly					1,265.60
			Monthly					2,742.13
			Annual					32,905.60

SENIOR WATER RESOURCES ENGINEER	H813	Classified	Hourly	59.57	62.54	65.68	68.95	72.39
			Bi-Weekly	4,765.60	5,003.20	5,254.40	5,516.00	5,791.20
			Monthly	10,325.47	10,840.27	11,384.53	11,951.33	12,547.60
			Annual	123,905.60	130,083.20	136,614.40	143,416.00	150,571.20
SENIOR UTILITIES ENGINEER	H810	Classified	Hourly	59.57	62.54	65.68	68.95	72.39
			Bi-Weekly	4,765.60	5,003.20	5,254.40	5,516.00	5,791.20
			Monthly	10,325.47	10,840.27	11,384.53	11,951.33	12,547.60
			Annual	123,905.60	130,083.20	136,614.40	143,416.00	150,571.20

SEWER COLLECTIONS & WATER DISTRIBUTION								
UTILITIES OPERATIONS AND MAINTENANCE MANAGER	H835	Classified	Hourly	65.80	69.07	72.52	76.15	79.96
			Bi-Weekly	5,264.00	5,525.60	5,801.60	6,092.00	6,396.80
			Monthly	11,405.33	11,972.13	12,570.13	13,199.33	13,859.73
			Annual	136,864.00	143,665.60	150,841.60	158,392.00	166,316.80
UTILITIES OPERATIONS AND MAINTENANCE SUPERVISOR	H830	Classified	Hourly	54.83	57.55	60.45	63.46	66.64
			Bi-Weekly	4,386.40	4,604.00	4,836.00	5,076.80	5,331.20
			Monthly	9,503.87	9,975.33	10,478.00	10,999.73	11,550.93
			Annual	114,046.40	119,704.00	125,736.00	131,996.80	138,611.20
UTILITIES FIELD SERVICES SUPERVISOR	H825	Classified	Hourly	54.83	57.55	60.45	63.46	66.64
			Bi-Weekly	4,386.40	4,604.00	4,836.00	5,076.80	5,331.20
			Monthly	9,503.87	9,975.33	10,478.00	10,999.73	11,550.93
			Annual	114,046.40	119,704.00	125,736.00	131,996.80	138,611.20
WASTEWATER COLLECTIONS SYSTEM SUPERVISOR	H823	Classified	Hourly	53.03	55.66	58.45	61.38	64.45
			Bi-Weekly	4,242.40	4,452.80	4,676.00	4,910.40	5,156.00
			Monthly	9,191.87	9,647.73	10,131.33	10,639.20	11,171.33
			Annual	110,302.40	115,772.80	121,576.00	127,670.40	134,056.00
WATER INSTALLATION AND MAINTENANCE SUPERVISOR	H815	Classified	Hourly	43.22	45.39	47.65	50.05	52.54
			Bi-Weekly	3,457.60	3,631.20	3,812.00	4,004.00	4,203.20
			Monthly	7,491.47	7,867.60	8,259.33	8,675.33	9,106.93
			Annual	89,897.60	94,411.20	99,112.00	104,104.00	109,283.20

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SENIOR UTILITY CUSTOMER SERVICE LEADER	M825	Classified	Hourly	39.85	41.22	42.85	44.63	46.43
			Bi-Weekly	3,188.00	3,297.60	3,428.00	3,570.40	3,714.40
			Monthly	6,907.33	7,144.80	7,427.33	7,735.87	8,047.87
			Annual	82,888.00	85,737.60	89,128.00	92,830.40	96,574.40
CROSS CONNECTION CONTROL SPECIALIST	M815	Classified	Hourly	34.64	35.85	37.26	38.81	40.38
			Bi-Weekly	2,771.20	2,868.00	2,980.80	3,104.80	3,230.40
			Monthly	6,004.27	6,214.00	6,458.40	6,727.07	6,999.20
			Annual	72,051.20	74,568.00	77,500.80	80,724.80	83,990.40
WATER METER MECHANIC	M810	Classified	Hourly	31.77	32.99	34.35	35.76	37.19
			Bi-Weekly	2,541.60	2,639.20	2,748.00	2,860.80	2,975.20
			Monthly	5,506.80	5,718.27	5,954.00	6,198.40	6,446.27
			Annual	66,081.60	68,619.20	71,448.00	74,380.80	77,355.20
WATER METER READER	M805	Classified	Hourly	28.40	29.52	30.72	31.84	33.12
			Bi-Weekly	2,272.00	2,361.60	2,457.60	2,547.20	2,649.60
			Monthly	4,922.67	5,116.80	5,324.80	5,518.93	5,740.80
			Annual	59,072.00	61,401.60	63,897.60	66,227.20	68,889.60
BACKFLOW/CROSS CONNECTION TESTER	M800	Classified	Hourly	29.12	30.51	31.93	33.47	35.11
			Bi-Weekly	2,329.60	2,440.80	2,554.40	2,677.60	2,808.80
			Monthly	5,047.47	5,288.40	5,534.53	5,801.47	6,085.73
			Annual	60,569.60	63,460.80	66,414.40	69,617.60	73,028.80
UTILITIES MAINTENANCE SUPERVISOR	H820	Classified	Hourly	49.70	52.18	54.78	57.54	60.41
			Bi-Weekly	3,976.00	4,174.40	4,382.40	4,603.20	4,832.80
			Monthly	8,614.67	9,044.53	9,495.20	9,973.60	10,471.07
			Annual	103,376.00	108,534.40	113,942.40	119,683.20	125,652.80
UTILITIES SERVICE WORKER	M900	Classified	Hourly	33.20	34.52	35.96	37.20	38.66
			Bi-Weekly	2,656.00	2,761.60	2,876.80	2,976.00	3,092.80
			Monthly	5,754.67	5,983.47	6,233.07	6,448.00	6,701.07
			Annual	69,056.00	71,801.60	74,796.80	77,376.00	80,412.80
GENERAL MAINTENANCE								
EQUIPMENT OPERATOR	M400	Classified	Hourly	33.70	35.04	36.50	37.76	39.24
			Bi-Weekly	2,696.00	2,803.20	2,920.00	3,020.80	3,139.20
			Monthly	5,841.33	6,073.60	6,326.67	6,545.07	6,801.60
			Annual	70,096.00	72,883.20	75,920.00	78,540.80	81,619.20
SENIOR UTILITY LEADER	M845	Classified	Hourly	42.00	43.68	45.50	47.07	48.89
			Bi-Weekly	3,360.00	3,494.40	3,640.00	3,765.60	3,911.20
			Monthly	7,280.00	7,571.20	7,886.67	8,158.80	8,474.27
			Annual	87,360.00	90,854.40	94,640.00	97,905.60	101,691.20
UTILITY LEADER	M840	Classified	Hourly	36.52	37.97	39.56	40.94	42.52
			Bi-Weekly	2,921.60	3,037.60	3,164.80	3,275.20	3,401.60
			Monthly	6,330.13	6,581.47	6,857.07	7,096.27	7,370.13
			Annual	75,961.60	78,977.60	82,284.80	85,155.20	88,441.60
UTILITY WORKER	M835	Classified	Hourly	33.20	34.52	35.96	37.20	38.66
			Bi-Weekly	2,656.00	2,761.60	2,876.80	2,976.00	3,092.80
			Monthly	5,754.67	5,983.47	6,233.07	6,448.00	6,701.07
			Annual	69,056.00	71,801.60	74,796.80	77,376.00	80,412.80
SENIOR UTILITY LEADER - SEWER	M920	Classified	Hourly	43.34	45.05	46.89	48.55	50.43
			Bi-Weekly	3,467.20	3,604.00	3,751.20	3,884.00	4,034.40
			Monthly	7,512.27	7,808.67	8,127.60	8,415.33	8,741.20
			Annual	90,147.20	93,704.00	97,531.20	100,984.00	104,894.40
UTILITY LEADER - SEWER	M915	Classified	Hourly	37.69	39.18	40.78	42.21	43.85
			Bi-Weekly	3,015.20	3,134.40	3,262.40	3,376.80	3,508.00
			Monthly	6,532.93	6,791.20	7,068.53	7,316.40	7,600.67
			Annual	78,395.20	81,494.40	84,822.40	87,796.80	91,208.00
UTILITY WORKER - SEWER	M910	Classified	Hourly	34.25	35.62	37.09	38.37	39.87
			Bi-Weekly	2,740.00	2,849.60	2,967.20	3,069.60	3,189.60
			Monthly	5,936.67	6,174.13	6,428.93	6,650.80	6,910.80
			Annual	71,240.00	74,089.60	77,147.20	79,809.60	82,929.60
UTILITIES MAINTENANCE MECHANIC	M415	Classified	Hourly	40.49	42.06	43.71	45.47	47.32
			Bi-Weekly	3,239.20	3,364.80	3,496.80	3,637.60	3,785.60
			Monthly	7,018.27	7,290.40	7,576.40	7,881.47	8,202.13
			Annual	84,219.20	87,484.80	90,916.80	94,577.60	98,425.60

**SALARY PLAN FOR ALL CLASSIFICATIONS
(PER MUNI CODE SEC.2-4.30)
FY 2020**

ATTACHMENT II
Recommended by
Personnel Commission
on March 12, 2020
Approved by Council
on March 24, 2020

Classification Title	Job Code	Service Type	Step A	Step B	Step C	Step D	Step E
INFORMATION TECHNOLOGY DEPARTMENT							
INFORMATION SYSTEMS MANAGER	H565	Classified	Hourly	56.37	59.18	62.14	65.26
			Bi-Weekly	4,509.60	4,734.40	4,971.20	5,220.80
			Monthly	9,770.80	10,257.87	10,770.93	11,311.73
			Annual	117,249.60	123,094.40	129,251.20	135,740.80
INFORMATION TECHNOLOGY MANAGER	H566	Classified	Hourly	59.18	62.14	65.25	68.52
			Bi-Weekly	4,734.40	4,971.20	5,220.00	5,481.60
			Monthly	10,257.87	10,770.93	11,310.00	11,876.80
			Annual	123,094.40	129,251.20	135,720.00	142,521.60
DATA AND SYSTEMS COORDINATOR	H560	Classified	Hourly	50.72	53.25	55.93	58.72
			Bi-Weekly	4,057.60	4,260.00	4,474.40	4,697.60
			Monthly	8,791.47	9,230.00	9,694.53	10,178.13
			Annual	105,497.60	110,760.00	116,334.40	122,137.60
NETWORK SYSTEMS SPECIALIST	H555	Classified	Hourly	50.14	52.66	55.29	58.05
			Bi-Weekly	4,011.20	4,212.80	4,423.20	4,644.00
			Monthly	8,690.93	9,127.73	9,583.60	10,062.00
			Annual	104,291.20	109,532.80	115,003.20	120,744.00
GEOGRAPHIC INFO SYSTEMS COORDINATOR	T460	Classified	Hourly	48.45	50.87	53.29	55.97
			Bi-Weekly	3,876.00	4,069.60	4,263.20	4,477.60
			Monthly	8,398.00	8,817.47	9,236.93	9,701.47
			Annual	100,776.00	105,809.60	110,843.20	116,417.60
PROGRAMMER ANALYST	T455	Classified	Hourly	42.17	44.23	46.53	48.82
			Bi-Weekly	3,373.60	3,538.40	3,722.40	3,905.60
			Monthly	7,309.47	7,666.53	8,065.20	8,462.13
			Annual	87,713.60	91,998.40	96,782.40	101,545.60
WEB SPECIALIST	T450	Classified	Hourly	41.55	43.65	45.82	48.1
			Bi-Weekly	3,324.00	3,492.00	3,665.60	3,848.00
			Monthly	7,202.00	7,566.00	7,942.13	8,337.33
			Annual	86,424.00	90,792.00	95,305.60	100,048.00
INFORMATION TECHNOLOGY ANALYST II	T435	Classified	Hourly	42.15	44.25	46.46	48.79
			Bi-Weekly	3,372.00	3,540.00	3,716.80	3,903.20
			Monthly	7,306.00	7,670.00	8,053.07	8,456.93
			Annual	87,672.00	92,040.00	96,636.80	101,483.20
INFORMATION TECHNOLOGY ANALYST I	T430	Classified	Hourly	38.32	40.23	42.25	44.36
			Bi-Weekly	3,065.60	3,218.40	3,380.00	3,548.80
			Monthly	6,642.13	6,973.20	7,323.33	7,689.07
			Annual	79,705.60	83,678.40	87,880.00	92,268.80
TECHNOLOGY SOLUTIONS ANALYST II	T445	Classified	Hourly	42.15	44.25	46.46	48.79
			Bi-Weekly	3,372.00	3,540.00	3,716.80	3,903.20
			Monthly	7,306.00	7,670.00	8,053.07	8,456.93
			Annual	87,672.00	92,040.00	96,636.80	101,483.20
TECHNOLOGY SOLUTIONS ANALYST I	T440	Classified	Hourly	38.32	40.23	42.25	44.36
			Bi-Weekly	3,065.60	3,218.40	3,380.00	3,548.80
			Monthly	6,642.13	6,973.20	7,323.33	7,689.07
			Annual	79,705.60	83,678.40	87,880.00	92,268.80
GEOGRAPHIC INFO SYSTEM TECHNICIAN II	T465	Classified	Hourly	38.27	40.19	42.19	44.29
			Bi-Weekly	3,061.60	3,215.20	3,375.20	3,543.20
			Monthly	6,633.47	6,966.27	7,312.93	7,676.93
			Annual	79,601.60	83,595.20	87,755.20	92,123.20
GEOGRAPHIC INFO SYSTEM TECHNICIAN I	T464	Classified	Hourly	34.81	36.54	38.37	40.30
			Bi-Weekly	2,784.80	2,923.20	3,069.60	3,224.00
			Monthly	6,033.73	6,333.60	6,650.80	6,985.33
			Annual	72,404.80	76,003.20	79,809.60	83,824.00
INFORMATION TECHNOLOGY TECHNICIAN II	T425	Classified	Hourly	38.27	40.19	42.19	44.29
			Bi-Weekly	3,061.60	3,215.20	3,375.20	3,543.20
			Monthly	6,633.47	6,966.27	7,312.93	7,676.93
			Annual	79,601.60	83,595.20	87,755.20	92,123.20
INFORMATION TECHNOLOGY TECHNICIAN I	T424	Classified	Hourly	34.81	36.54	38.37	40.30
			Bi-Weekly	2,784.80	2,923.20	3,069.60	3,224.00
			Monthly	6,033.73	6,333.60	6,650.80	6,985.33
			Annual	72,404.80	76,003.20	79,809.60	83,824.00
INFORMATION SYSTEMS SUPPORT TECHNICIAN	T415	Classified	Hourly	31.35	32.91	34.60	36.32
			Bi-Weekly	2,508.00	2,632.80	2,768.00	2,905.60
			Monthly	5,434.00	5,704.40	5,997.33	6,295.47
			Annual	65,208.00	68,452.80	71,968.00	75,545.60
DATA SYSTEMS OPERATOR	C450	Classified	Hourly	28.44	29.73	31.21	32.69
			Bi-Weekly	2,275.20	2,378.40	2,496.80	2,615.20
			Monthly	4,929.60	5,153.20	5,409.73	5,666.27
			Annual	59,155.20	61,838.40	64,916.80	67,995.20
AUDIO VIDEO SPECIALIST	T410	Classified	Hourly	29.87	31.33	32.94	34.56
			Bi-Weekly	2,389.60	2,506.40	2,635.20	2,764.80
			Monthly	5,177.47	5,430.53	5,709.60	5,990.40
			Annual	62,129.60	65,166.40	68,515.20	71,884.80
VIDEO ASSISTANT	T400	Classified	Hourly				16.40
			Bi-Weekly				1,312.00
			Monthly				2,842.67
			Annual				34,112.00
INFORMATION TECHNOLOGY INTERN	Z121	Classified	Hourly				15.82
			Bi-Weekly				1,265.60
			Monthly				2,742.13
			Annual				32,905.60

**CLASSIFICATION PLAN
CLASSIFIED POSITIONS
(PER MUNI CODE SEC.2-4.30)
FY 2020**

ATTACHMENT III
Approved by
Personnel Commission
on March 12, 2020

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		
SENIOR ASSISTANT CITY ATTORNEY	U215	Classified
ASSISTANT CITY ATTORNEY	U210	Classified
DEPUTY CITY ATTORNEY II	U205	Classified
DEPUTY CITY ATTORNEY I	U200	Classified
SENIOR PARALEGAL	U196	Classified
PARALEGAL	U195	Classified
LEGAL SECRETARY II	C935	Classified
LEGAL SECRETARY I	C930	Classified
CITY CLERK DEPARTMENT		
DEPUTY CITY CLERK	H500	Classified

**CLASSIFICATION PLAN
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Classification Title	Job Code	Service Type
CITY MANAGER DEPARTMENT		
OFFICE OF THE CITY MANAGER		
GRAPHICS AND MEDIA RELATIONS TECHNICIAN	T300	Classified
DIGITAL APPLICATIONS DEVELOPER	T470	Classified
MANAGEMENT FELLOW	U300	Classified
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
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

**CLASSIFICATION PLAN
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Classification Title	Job Code	Service Type
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
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
ASSOCIATE LANDSCAPE ARCHITECT	T370	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		

**CLASSIFICATION PLAN
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Classification Title	Job Code	Service Type
ACCOUNTING MANAGER	H150	Classified
SENIOR ACCOUNTANT	H145	Classified
ACCOUNTANT	H140	Classified
SENIOR ACCOUNT CLERK	C305	Classified
ACCOUNT CLERK	C300	Classified
REVENUE DIVISION		
REVENUE MANAGER	H160	Classified
FINANCE SUPERVISOR	H155	Classified
SUPERVISING CUSTOMER ACCOUNT CLERK	C332	Classified
SENIOR CUSTOMER ACCOUNT CLERK	C330	Classified
CUSTOMER ACCOUNT CLERK	C325	Classified
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

**CLASSIFICATION PLAN
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Classification Title	Job Code	Service Type
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
HUMAN RESOURCES ANALYST I	U110	Classified
HUMAN RESOURCES TECHNICIAN	U100	Classified
HUMAN RESOURCES ADMINISTRATIVE ASSISTANT	U105	Classified
LIBRARY SERVICES DEPARTMENT		
<i>LIBRARY SERVICES DIVISION</i>		
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		
<i>FACILITIES MANAGEMENT</i>		
FACILITIES AND BUILDING MANAGER	H605	Classified
FACILITIES LEADWORKER	M135	Classified

**CLASSIFICATION PLAN
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Classification Title	Job Code	Service Type
HVAC MECHANIC	M140	Classified
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

**CLASSIFICATION PLAN
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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
PERSONNEL OPERATIONS SPECIALIST	H460	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 II	C671	Classified
CRIME PREVENTION SPECIALIST I	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

**CLASSIFICATION PLAN
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Classification Title	Job Code	Service Type
RECORDS ADMINISTRATOR	H425	Classified
RECORDS SUPERVISOR	C705	Classified
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		
AIRPORT DIVISION SUMMARY		
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
ENGINEERING/TRANSPORTATION DIVISION		
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

**CLASSIFICATION PLAN
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Classification Title	Job Code	Service Type
CONSTRUCTION INSPECTOR	T245	Classified
UTILITIES AND ENVIRONMENTAL SERVICES DEPARTMENT		
ADMINISTRATION DIVISION		
ASSISTANT DIRECTOR OF PUBLIC WORKS	U525	Classified
DEPUTY DIRECTOR OF PUBLIC WORKS	U510	Classified
WATER RESOURCES MANAGER	H875	Classified
UTILITIES ENGINEERING MANAGER	H880	Classified
SENIOR UTILITY SERVICE REPRESENTATIVE	M820	Classified
STOREKEEPER - EXPEDITER	M100	Classified
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

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Classification Title	Job Code	Service Type
UTILITIES OPERATIONS AND MAINTENANCE SUPERVISOR	H830	Classified
UTILITIES FIELD SERVICES SUPERVISOR	H825	Classified
WASTEWATER COLLECTIONS SYSTEM SUPERVISOR	H823	Classified
WATER INSTALLATION AND MAINTENANCE SUPERVISOR	H815	Classified
SENIOR UTILITY CUSTOMER SERVICE LEADER	M825	Classified
CROSS CONNECTION CONTROL SPECIALIST	M815	Classified
WATER METER MECHANIC	M810	Classified
WATER METER READER	M805	Classified
BACKFLOW/CROSS CONNECTION TESTER	M800	Classified
UTILITIES MAINTENANCE SUPERVISOR	H850	Classified
UTILITIES SERVICE WORKER	M900	Classified
GENERAL MAINTENANCE		
EQUIPMENT OPERATOR	M400	Classified
MAINTENANCE WORKER	M305	Classified
SENIOR UTILITY LEADER	M845	Classified
UTILITY LEADER	M840	Classified
UTILITY WORKER	M835	Classified
SENIOR UTILITY LEADER - SEWER	M920	Classified
UTILITY LEADER - SEWER	M915	Classified
UTILITY WORKER - SEWER	M910	Classified
UTILITIES MAINTENANCE MECHANIC	M415	Classified
TECHNOLOGY SERVICES DEPARTMENT		
INFORMATION SYSTEMS MANAGER	H565	Classified
INFORMATION TECHNOLOGY MANAGER	H566	Classified
DATA AND SYSTEMS COORDINATOR	H560	Classified
NETWORK SYSTEMS SPECIALIST	H555	Classified
GEOGRAPHIC INFO SYSTEMS COORDINATOR	T460	Classified
PROGRAMMER ANALYST	T455	Classified
WEB SPECIALIST	T450	Classified
INFORMATION TECHNOLOGY ANALYST II	T435	Classified
INFORMATION TECHNOLOGY ANALYST I	T430	Classified

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