



**DATE:** March 18, 2026  
**TO:** Personnel Commission  
**FROM:** Human Resources Manager  
**SUBJECT:** Recommend to City Council Adoption of the Revised Salary Plan for Fiscal Year 2026

**RECOMMENDATION**

That the Personnel Commission holds a Public Hearing and recommends City Council adoption of the revised Salary Plan and Classification Plan for each position in the City’s classified service for Fiscal Year 2026, effective April 6, 2026.

**SUMMARY**

As required by the Municipal Code, the salary plan is prepared at least one time each year. The Fiscal Year 2026 Salary Plan has been revised to reflect compaction adjustments to two (2) classifications in the City’s classified service for Fiscal Year 2026, effective April 6, 2026.

**FISCAL IMPACT**

*FY 2024-25:* The additional fiscal impact to the FY 2024-25 budget for the salary adjustments to Utility Leader – Water and Senior Utility Leader – Water is \$28, 305 to the Water Enterprise Fund.

*FY 2025-26:* The additional fiscal impact to the FY 2025-26 budget for the salary adjustments to Utility Leader – Water and Senior Utility Leader – Water is \$35, 643 to the Water Enterprise Fund.

These changes do not impact the City’s General Fund.

**BACKGROUND/DISCUSSION**

In accordance with Municipal Code Sections 2-4.30, 2-4.31, and 2-4.32, at least once each year, a salary plan for each classification within the City’s classified service is prepared. The Personnel Commission reviews the salary plan and after a public hearing thereon, recommends a salary plan to the Council for adoption. The salary plan may be revised or amended if circumstances require. The updates to the salary plan for Fiscal Year 2026 include

salary adjustments that maintain differentials in pay agreed to in the related Memorandum of Understanding (MOU).

### Salary Adjustments

Pursuant to Section 9.02 Lead and Senior Differential Pay of the MOU between the City of Hayward and SEIU Local 1021, Maintenance Unit, the wage rates for “Lead” classifications shall be set ten percent (10%) above its highest paid linked classification. Due to the level of responsibility, select “Senior” level classifications shall be set fifteen percent (15%). On July 29, 2024, Equipment Operator (M400), the highest paid linked classification to Utility Leader - Water (M840) received an equity adjustment resulting in compaction between the Utility Leader-Water and Equipment Operator. As a result, the following salary adjustments shall be made in accordance with section 9.02:

*UTILITY LEADER – WATER (M840):* To maintain a ten percent differential between Utility Leader – Water (M840) and Equipment Operator (M400), a five percent (5.00%) adjustment shall be applied to Utility Leader-Water retroactive to July 29, 2024. The salary range for Utility Leader – Water is \$54.56 Step A and \$63.50 at Step E.

*SENIOR UTILITY LEADER – WATER (M845):* To maintain a fifteen percent (15%) differential between Senior Utility Leader – Water (M845) and Utility Leader – Water (M840), a five percent (5.00%) adjustment shall be applied to Senior Utility Leader - Water retroactive to July 29, 2024. The salary range for Senior Utility Leader – Water is \$62.70 Step A and \$73.01 at Step E.

### **STRATEGIC ROADMAP**

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

### **NEXT STEPS**

This salary plan will be scheduled for April 7, 2026, City Council meeting and the salary adjustments will be implemented with coordination between the Human Resources and Finance Departments.

*Prepared by:* Valeria Cazares, Human Resources Analyst II

*Recommended by:* Marisa Guerrero, Human Resources Manager

Approved by:



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Ian Tecson, Director of Human Resources