



City of San Leandro

Meeting Date: October 17, 2016

Staff Report

File Number: 16-534 **Agenda Section:** CONSENT CALENDAR

Agenda Number: 8.F.

TO: City Council

FROM: Chris Zapata
City Manager

BY: Jeff Kay
Acting Assistant City Manager

FINANCE REVIEW: David Baum
Finance Director

TITLE: Staff Report for a Resolution Amending the San Leandro Management Organization (SLMO) Salary Schedule to Add the Classification of Assistant City Manager

SUMMARY AND RECOMMENDATIONS

Staff recommends that the City Council adopt a resolution to amend the salary schedule of the San Leandro Management Organization (SLMO) to add the classification of Assistant City Manager.

BACKGROUND

The Assistant City Manager classification was historically a part of the San Leandro Management Organization (SLMO) bargaining group. In November 2012, the classification was removed from SLMO when an individual employment agreement was negotiated with Assistant City Manager Lianne Marshall. At that time, the City was experiencing significant staffing changes at the executive management level, and the employment agreement for Assistant City Manager was executed as part of a retention effort of this key executive position. Assistant City Manager Marshall retired on April 30, 2016.

DISCUSSION

The separation of the previous Assistant City Manager provides an opportunity to return the classification to the management organization where the classification will reside with all other department head and mid-manager classifications. The position would receive the same benefits and terms as provided in the SLMO Memorandum of Understanding.

This position is currently being filled with an acting assignment. Before a new appointment can be made into the position, the salary range must be approved by the City Council. Staff recommends that Assistant City Manager classification be set at a salary range of \$164,784 - \$200,292 annually (range 1).

The City has conferred with SLMO to agree that the Assistant City Manager classification shall be returned under the SLMO bargaining group to align with other City executive management positions.

Fiscal Impacts

There is no fiscal impact with the approval of this resolution. Assistant City Manager is a budgeted position and would be fully funded at the proposed salary range.

PREPARED BY: Emily Hung, Human Resources Manager, City Manager's Office



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Resolution - Council

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FROM: Chris Zapata
City Manager

BY: Jeff Kay
Acting Assistant City Manager

FINANCE REVIEW: David Baum
Finance Director

TITLE: RESOLUTION Amending the San Leandro Management Organization (SLMO) Salary Schedule to Add the Classification of Assistant City Manager

WHEREAS, the Assistant City Manager classification was previously a part of the San Leandro Management Organization (SLMO) but was removed in November 2012; and

WHEREAS, the City Manager recommends returning the Assistant City Manager classification to the San Leandro Management Organization (SLMO) to align with other executive management staff.

The City Council of the City of San Leandro does RESOLVE as follows:

That the City of San Leandro hereby amends the San Leandro Management Organization (SLMO) salary schedule to add the classification of Assistant City Manager, which is attached hereto and made a part hereof.

CITY OF SAN LEANDRO
SLMO Salary Schedule
Effective 10/17/16

SR	CLASSIFICATION	Step 1	Step 2	Step 3	Step 4	Step 5
1	Assistant City Manager	13732	14419	15140	15897	16691
2	No classification falls within range	13078	13732	14419	15140	15897
3	Community Development Director Engineering and Transportation Director Finance Director Public Works Services Director	12456	13078	13732	14419	15140
4	Human Resources Director Library Director Recreation and Human Services Director	11863	12456	13078	13732	14419
5	No classification falls within range	11297	11863	12456	13078	13732
6	City Engineer Deputy Community Development Director Human Resources Manager Information Technology Manager	10759	11297	11863	12456	13078
7	Business Development Manager Chief Building Official Chief Innovation Officer Principal Engineer Water Pollution Control Manager	10247	10759	11297	11863	12456
8	Assistant Finance Director Assistant Public Works Services Director Assistant Recreation and Human Services Director Environmental Services Manager Facilities and Open Space Manager Library Services Manager Planning Manager Street Maintenance Manager	9759	10247	10759	11297	11863
9	City Clerk Principal Planner Senior Engineer	9295	9759	10247	10759	11297
10	Assistant Water Pollution Control Manager Deputy City Manager Deputy Finance Director Deputy Public Works Services Director Emergency Services Manager Housing-Community Development Block Grant Manager Police Business Manager Police Support Services Manager Recreation and Human Services Manager Shoreline Operations Manager	8852	9295	9759	10247	10759
11	Assistant Information Technology Manager Assistant to the City Manager Grants Administrator Public Information Officer Budget and Compliance Manager Senior Human Resources Analyst	8431	8852	9295	9759	10247
12	No classification falls within range	8029	8431	8852	9295	9759
13	Administrative Analyst II	7647	8029	8431	8852	9295
14	No classification falls within range	7282	7647	8029	8431	8852
15	Administrative Analyst I	6936	7282	7647	8029	8431
16	No classification falls within range	6605	6936	7282	7647	8029