



City of San Leandro

Meeting Date: March 4, 2019

Staff Report

File Number: 19-103 **Agenda Section:** CONSENT CALENDAR

Agenda Number: 8.E.

TO: City Council

FROM: Jeff Kay
City Manager

BY: Liz Warmerdam
Assistant City Manager

FINANCE REVIEW: David Baum
Finance Director

TITLE: Staff Report for a City of San Leandro City Council Resolution to Amend the San Leandro Management Organization Salary Schedule to Add the Chief Technology Officer Classification and to Amend the San Leandro City Employees' Association Salary Schedule to Add the Innovation Technology Analyst Classification and the Plans Examiner Classification

SUMMARY AND RECOMMENDATIONS

Staff recommends that the City Council adopt a resolution to amend the salary schedules for the San Leandro Management Organization to add the Chief Technology Officer classification; and to amend the San Leandro City Employees' Association salary schedule to add the Innovation Technology Analyst classification and the Plans Examiner classification.

BACKGROUND

San Leandro Management Organization (SLMO) Salary Schedule

The newly created Chief Technology Officer classification is intended to integrate the City's innovation functions into the Information Technology (IT) Division within the City Manager's Office. Between 2013 and 2018, innovation functions were performed by the Chief Innovation Officer and primarily focused on marketing Lit San Leandro and technology-based business development opportunities. While the Chief Innovation Officer successfully raised San Leandro's profile as a center for innovation, the innovation functions in the City have evolved where they would now be more effective if integrated within the IT Division.

The Chief Technology Officer would serve as the City's senior technical advisor in the adoption and development of innovative technologies and practices. The position would evaluate potential technology programs and services that would benefit the City; and provide strategic planning and direction of technology projects that would be implemented by IT Division staff.

The City has met and conferred to agreement with SLMO on the new classification.

San Leandro City Employees' Association (SLCEA) Salary Schedule

The new Innovation Technology Analyst classification would further support innovation efforts to enhance the City's technology programs. The position would perform a variety of complex professional and technical functions related to innovation, digital services, and projects/programs; and serve as project lead in the implementation and enhancement of innovative technology systems and processes. The position would report to the Chief Technology Officer in the IT Division.

The new Plans Examiner classification would perform mechanical, electrical and plumbing plan check review in the Community Development Department's Building Division. The position would increase the diversity of technical knowledge and expertise at the City's one stop permit center, as well as increase efficiency by providing over-the-counter plan check review and assistance on technical issues.

The City has met and conferred with SLCEA to agreement on both classifications.

Board/Commission Review and Actions

The Personnel Relations Board approved the Chief Technology Officer, Innovation Technology Analyst, and Plans Examiner classification specifications at its meeting on January 17, 2019.

FINANCIAL IMPACTS

The proposed changes will result in a cost savings to the City's budget.

- The Chief Technology Officer salary range is set at range 4 (\$155,568-\$189,084 annually) on the SLMO salary schedule. The new position would upgrade the budgeted Information Technology Manager position, which would be an increased cost of \$25,693 annually.
- The Innovation Technology Analyst salary range is set at range 75 (\$90,336-\$109,788 annually) on the SLCEA salary schedule. The new position would upgrade the budgeted Information System Application Specialist position, which would be an increased cost of \$7,637 annually.
- The Chief Innovation Officer position would be eliminated to cover position upgrades in Information Technology, an annual savings of \$256,383.
- The Plans Examiner salary range is also set at range 75 (\$90,336-\$109,788 annually) on the SLCEA salary schedule. This new position would replace the vacant Associate Engineer position for an annual savings of \$16,428.

The Information Technology Division cost savings of \$223,054 plus the Community Development Department cost savings of \$16,428 provides an overall savings of \$239,482 resulting from these actions.

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



City of San Leandro

Meeting Date: March 4, 2019

Resolution - Council

File Number: 19-104

Agenda Section: CONSENT CALENDAR

Agenda Number:

TO: City Council

FROM: Jeff Kay
City Manager

BY: Liz Warmerdam
Assistant City Manager

FINANCE REVIEW: David Baum
Finance Director

TITLE: RESOLUTION of the City of San Leandro City Council to Amend the San Leandro Management Organization Salary Schedule to Add the Chief Technology Officer Classification and to Amend the San Leandro City Employees' Association Salary Schedule to Add the Innovation Technology Analyst Classification and the Plans Examiner Classification

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

- That the San Leandro Management Organization salary schedule is hereby amended to add the classification title for the Chief Technology Officer, which is attached hereto and made a part hereof; and
- That the San Leandro City Employees' Association salary schedule is hereby amended to add the Innovation Technology Analyst classification, and the Plans Examiner classification, which is attached hereto and made a part hereof; and
- That said amendments shall be effective March 5, 2019, and copies of salary schedules are attached hereto and made a part hereof.

CITY OF SAN LEANDRO
SLCEA Salary Schedule
Effective 1/1/19

Approved by City Council on 06/06/2016
 Last revised 06/04/2018

SR	CLASSIFICATION	Step 1	Hrly	Step 2	Hrly	Step 3	Hrly	Step 4	Hrly	Step 5	Hrly
81	Plan Check Engineer Senior Project Specialist Traffic Operations Engineer	8713	50.27	9149	52.78	9607	55.43	10087	58.19	10590	61.10
80	No classification falls within range	8501	49.04	8925	51.49	9372	54.07	9840	56.77	10332	59.61
79	Associate Engineer Laboratory Supervisor	8299	47.88	8713	50.27	9149	52.78	9607	55.43	10087	58.19
78	Environmental Services Supervisor Plant Operations Supervisor	8096	46.71	8501	49.04	8925	51.49	9372	54.07	9840	56.77
77	Plant Maintenance Supervisor Project Specialist II Supervising Building Inspector Supervising Engineering Inspector	7904	45.60	8299	47.88	8713	50.27	9149	52.78	9607	55.43
76	No classification falls within range	7712	44.49	8096	46.71	8501	49.04	8925	51.49	9372	54.07
75	Building Supervisor Fleet Supervisor Graphics Supervisor Innovation Technology Analyst Permits Center Coordinator Plans Examiner Senior Engineering Inspector Systems Analyst Traffic Supervisor	7528	43.43	7904	45.60	8299	47.88	8713	50.27	9149	52.78
74	Assistant Engineer Crime Analyst Senior Building Inspector	7344	42.37	7712	44.49	8096	46.71	8501	49.04	8925	51.49
73	Accountant II Environmental Protection Specialist II Information Systems Application Specialist Plant Operator - Lead	7169	41.36	7528	43.43	7904	45.60	8299	47.88	8713	50.27
72	Collection Systems Maintenance Supervisor Plant Electrical and Instrumentation Technician II Project Specialist I	6994	40.35	7344	42.37	7712	44.49	8096	46.71	8501	49.04
71	Administrative Specialist - Police Building Inspector Engineering Inspector Marina Supervisor Public Safety Dispatcher Supervisor Senior Librarian	6827	39.39	7169	41.36	7528	43.43	7904	45.60	8299	47.88
70	Code Enforcement Supervisor Electrician II Emergency Services Specialist Engineering Technician HVAC Mechanic II Information Services Specialist Park Supervisor Plant Operator II Street Supervisor Surveyor Tree Supervisor	6661	38.43	6994	40.35	7344	42.37	7712	44.49	8096	46.71
69	Accountant I Engineer Laboratory Technician II Maintenance Mechanic II Purchasing Technician	6502	37.51	6827	39.39	7169	41.36	7528	43.43	7904	45.60
68	Senior Public Safety Dispatcher	6343	36.59	6661	38.43	6994	40.35	7344	42.37	7712	44.49

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67	Administrative Specialist III Environmental Protection Specialist I Equipment Mechanic - Lead Laboratory Technician I Permits Technician Plant Electrical and Instrumentation Technician I Recreation Supervisor II	6192	35.72	6502	37.51	6827	39.39	7169	41.36	7528	43.43
66	Collection Systems Maintenance Worker III Public Safety Dispatcher	6042	34.86	6343	36.59	6661	38.43	6994	40.35	7344	42.37
65	Automotive Mechanic Buyer Electrician I Equipment Mechanic HVAC Mechanic I Plant Operator I Project Planner	5898	34.03	6192	35.72	6502	37.51	6827	39.39	7169	41.36
64	Facilities Maintenance Worker III Librarian Maintenance Mechanic I Park Maintenance Worker III Pavement Marking Specialist - Lead Project Literacy Coordinator Property & Evidence Technician Street Maintenance Worker III Tree Trimmer II	5754	33.20	6042	34.86	6343	36.59	6661	38.43	6994	40.35
63	Administrative Specialist II Senior Engineering Aide Senior Police Service Technician	5617	32.41	5898	34.03	6192	35.72	6502	37.51	6827	39.39
62	Assistant Marina Supervisor Information Systems Support Technician Recreation Supervisor I	5480	31.62	5754	33.20	6042	34.86	6343	36.59	6661	38.43
61	Collection Systems Maintenance Worker II Plant Operator in Training	5350	30.87	5617	32.41	5898	34.03	6192	35.72	6502	37.51
60	Administrative Specialist I Circulation Supervisor Tree Trimmer I	5219	30.11	5480	31.62	5754	33.20	6042	34.86	6343	36.59
59	Facilities Maintenance Worker II Park Maintenance Worker II Police Service Technician II Street Maintenance Worker II	5094	29.39	5350	30.87	5617	32.41	5898	34.03	6192	35.72
58	Administrative Assistant III Code Enforcement Officer Collection Systems Maintenance Worker I Engineering Aide Permits Clerk Senior Account Clerk	4970	28.67	5219	30.11	5480	31.62	5754	33.20	6042	34.86
57	Jailer Property Clerk	4851	27.99	5094	29.39	5350	30.87	5617	32.41	5898	34.03
56	Account Clerk Animal Control Worker Equipment Services Technician Facilities Maintenance Worker I Park Maintenance Worker I Street Maintenance Worker I	4734	27.31	4970	28.67	5219	30.11	5480	31.62	5754	33.20

CITY OF SAN LEANDRO
SLCEA Salary Schedule
Effective 1/1/19

Approved by City Council on 06/06/2016
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SR	CLASSIFICATION	Step 1	Hrly	Step 2	Hrly	Step 3	Hrly	Step 4	Hrly	Step 5	Hrly
55	Administrative Assistant II Administrative Trainee Audio-Visual Services Operator Police Service Technician I Police Services Aide	4622	26.67	4851	27.99	5094	29.39	5350	30.87	5617	32.41
54	Senior Library Assistant	4507	26.00	4734	27.31	4970	28.67	5219	30.11	5480	31.62
53	No classification falls within range	4400	25.38	4622	26.67	4851	27.99	5094	29.39	5350	30.87
52	No classification falls within range	4293	24.77	4507	26.00	4734	27.31	4970	28.67	5219	30.11
51	Café Assistant Library Assistant Parking Aide, pt	4192	24.18	4400	25.38	4622	26.67	4851	27.99	5094	29.39
50	Administrative Assistant I Plant Maintenance Worker	4089	23.59	4293	24.77	4507	26.00	4734	27.31	4970	28.67
49	Equipment Services Aide Maintenance Worker - Entry Supply Maintenance Worker	3992	23.03	4192	24.18	4400	25.38	4622	26.67	4851	27.99
48	No classification falls within range	3894	22.47	4089	23.59	4293	24.77	4507	26.00	4734	27.31
47	No classification falls within range	3801	21.93	3992	23.03	4192	24.18	4400	25.38	4622	26.67
46	No classification falls within range	3709	21.40	3894	22.47	4089	23.59	4293	24.77	4507	26.00
45	No classification falls within range	3620	20.88	3801	21.93	3992	23.03	4192	24.18	4400	25.38
44	No classification falls within range	3532	20.38	3709	21.40	3894	22.47	4089	23.59	4293	24.77
43	No classification falls within range	3449	19.90	3620	20.88	3801	21.93	3992	23.03	4192	24.18
42	No classification falls within range	3364	19.41	3532	20.38	3709	21.40	3894	22.47	4089	23.59
41	Maintenance Aide	3285	18.95	3449	19.90	3620	20.88	3801	21.93	3992	23.03
40	No classification falls within range	3204	18.48	3364	19.41	3532	20.38	3709	21.40	3894	22.47
39	Library Clerk, pt		18.05		18.94		19.89		20.89		21.93

CITY OF SAN LEANDRO
SLMO Salary Schedule
Effective 1/1/19

Approved by City Council on 02/16/2016
 Last revised 02/06/2017

SR	CLASSIFICATION	Step 1	Step 2	Step 3	Step 4	Step 5
1	Assistant City Manager	15005	15757	16544	17371	18239
2	No classification falls within range	14290	15005	15757	16544	17371
3	Community Development Director Engineering and Transportation Director Finance Director Public Works Services Director	13611	14290	15005	15757	16544
4	Chief Technology Officer Human Resources Director Library Director Recreation and Human Services Director	12964	13611	14290	15005	15757
5	No classification falls within range	12345	12964	13611	14290	15005
6	City Engineer Deputy Community Development Director Human Resources Manager Information Technology Manager	11756	12345	12964	13611	14290
7	Economic Development Manager Chief Building Official Chief Innovation Officer Principal Engineer Water Pollution Control Manager	11197	11756	12345	12964	13611
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	10665	11197	11756	12345	12964
9	City Clerk Principal Planner Senior Engineer	10157	10665	11197	11756	12345
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	9674	10157	10665	11197	11756
11	Assistant Information Technology Manager Assistant to the City Manager Grants Administrator Public Information Officer Budget and Compliance Manager Senior Human Resources Analyst	9213	9674	10157	10665	11197
12	No classification falls within range	8774	9213	9674	10157	10665
13	Administrative Analyst II	8355	8774	9213	9674	10157
14	No classification falls within range	7957	8355	8774	9213	9674
15	Administrative Analyst I	7579	7957	8355	8774	9213
16	No classification falls within range	7217	7579	7957	8355	8774