



# City of San Leandro

Meeting Date: February 18, 2020

## Staff Report

---

**File Number:** 20-036

**Agenda Section:** CONSENT CALENDAR

**Agenda Number:** 8.E.

**TO:** City Council

**FROM:** Jeff Kay  
City Manager

**BY:** Jeff Kay  
City Manager

**FINANCE REVIEW:** Not Applicable

**TITLE:** Staff Report for a City of San Leandro City Council Resolution to Amend the San Leandro Management Organization Salary Schedule to Add Senior Transportation Engineer Classification and Amend the San Leandro City Employees' Association Salary Schedule to Add Crime Prevention Specialist Classification, Revise Senior Police Service Technician Classification Title to Police Services Supervisor, and Remove Pavement Marking Specialist - Lead 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 Senior Transportation Engineer classification; and to amend the San Leandro City Employees' Association salary schedule to add Crime Prevention Specialist classification, revise Senior Police Service Technician classification title to Police Services Supervisor, and remove Pavement Marking Specialist - Lead classification.

### BACKGROUND

#### San Leandro Management Organization (SLMO) Salary Schedule

The newly created Senior Transportation Engineer classification guides the City through major transportation planning initiatives and creates and manages efficient and safe traffic operations systems. These duties were performed by a Senior Engineer, but the Senior Transportation Engineer classification better defines the certification, experience, and essential transportation duties required of the position. The position would provide critical direction for the operation of the City's 63 traffic signals, review traffic impact studies for land development applications, implement State-mandated Complete Streets concepts, and manage the City's Neighborhood Traffic Calming and Residential Parking Permit programs.

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

### San Leandro City Employees' Association (SLCEA) Salary Schedule

The newly created Crime Prevention Specialist classification performs a variety of administrative and field duties in support of the Police Department's crime prevention and crime awareness programs, including coordination of neighborhood and community outreach programs, activities and events, and assistance with educating residents and businesses about crime and safety awareness. These duties were performed by a Police Services Technician II, but the Crime Prevention Specialist classification more accurately captures the functions and responsibilities specific to crime prevention.

The Senior Police Service Technician title would be revised to Police Services Supervisor, which is more consistent with the nomenclature used in the Police Department for non-sworn job classifications in a supervisory role.

The Pavement Marking Specialist - Lead classification would be eliminated because a separate, specialized classification is no longer necessary and the duties can logically be integrated into the Street Maintenance Worker III classification, which covers paving duties.

The City met and conferred with SLCEA to agreement on the proposed classification changes.

### **Board/Commission Review and Actions**

The Personnel Relations Board approved the elimination of the Pavement Marking Specialist - Lead classification at its August 28, 2019 meeting. The Board also approved the new Senior Transportation Engineer, Crime Prevention Specialist, and revised Police Services Supervisor classifications at its January 16, 2020 meeting.

### **FISCAL IMPACT**

The proposed changes will have no financial impact to the City's budget and does not impact the number of authorized full-time equivalent personnel.

- The Senior Transportation Engineer salary range is set at range 9 (\$125,544-\$152,580 annually) on the SLMO salary schedule. The new position would replace a budgeted Senior Engineer position, which is at the same salary level.
- The Crime Prevention Specialist salary range is set at range 59 (\$62,964-\$76,536 annually) on the SLCEA salary schedule. The new position would replace a budgeted Police Services Technician II position, which is at the same salary level.
- No salary change is proposed for the retitled Police Services Supervisor.
- There are no employees in the Pavement Marking Specialist - Lead classification.

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



# City of San Leandro

Meeting Date: February 18, 2020

## Resolution - Council

---

**File Number:** 20-037 **Agenda Section:** CONSENT CALENDAR

**Agenda Number:**

**TO:** City Council

**FROM:** Jeff Kay  
City Manager

**BY:** Jeff Kay  
City Manager

**FINANCE REVIEW:** Not Applicable

**TITLE:** RESOLUTION of the City of San Leandro City Council to Amend the San Leandro Management Organization Salary Schedule to Add Senior Transportation Engineer Classification and Amend the San Leandro City Employees' Association (SLCEA) Salary Schedule to Add Crime Prevention Specialist Classification, Revise Senior Police Service Technician Classification to Police Services Supervisor Classification and Remove Pavement Marking Specialist - Lead 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 Senior Transportation Engineer classification, which is attached hereto and made a part hereof;

That the San Leandro City Employees' Association salary schedule is hereby amended to add the Crime Prevention Specialist classification, revise the Senior Police Service Technician classification title to Police Services Supervisor, and remove the Pavement Marking Specialist - Lead classification, which is attached hereto and made a part hereof;

That said amendments shall be effective February 18, 2020, and copies of salary schedules are attached hereto and made a part hereof.

**CITY OF SAN LEANDRO**  
**SLMO Salary Schedule**  
**Effective 1/1/20**

Approved by City Council on 10/17/16  
 Last revised 02/18/20

<b>SR</b>	<b>CLASSIFICATION</b>	<i>Step 1</i>	<i>Step 2</i>	<i>Step 3</i>	<i>Step 4</i>	<i>Step 5</i>
1	Assistant City Manager	15455	16230	17040	17892	18786
2	No classification falls within range	14719	15455	16230	17040	17892
3	Community Development Director Engineering and Transportation Director Finance Director Public Works Services Director	14019	14719	15455	16230	17040
4	Chief Technology Officer Human Resources Director Library Director Recreation and Human Services Director	13353	14019	14719	15455	16230
5	No classification falls within range	12715	13353	14019	14719	15455
6	City Engineer Deputy Community Development Director Human Resources Manager Information Technology Manager	12109	12715	13353	14019	14719
7	Chief Building Official Chief Innovation Officer Deputy City Manager Economic Development Manager Principal Engineer Water Pollution Control Manager	11533	12109	12715	13353	14019
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	10985	11533	12109	12715	13353
9	City Clerk Principal Planner Senior Engineer <b>Senior Transportation Engineer</b>	10462	10985	11533	12109	12715
10	Assistant Water Pollution Control 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	9964	10462	10985	11533	12109
11	Assistant Information Technology Manager Assistant to the City Manager Grants Administrator Public Information Officer Budget and Compliance Manager Senior Human Resources Analyst	9489	9964	10462	10985	11533
12	No classification falls within range	9037	9489	9964	10462	10985
13	Administrative Analyst II	8606	9037	9489	9964	10462
14	No classification falls within range	8196	8606	9037	9489	9964
15	Administrative Analyst I	7806	8196	8606	9037	9489
16	No classification falls within range	7434	7806	8196	8606	9037

**CITY OF SAN LEANDRO**  
**SLCEA Salary Schedule**  
**Effective 1/1/20**

Approved by City Council on 06/06/16  
 Last revised 02/18/20

<b>SR</b>	<b>CLASSIFICATION</b>	<i>Step 1</i>	<i>Hrly</i>	<i>Step 2</i>	<i>Hrly</i>	<i>Step 3</i>	<i>Hrly</i>	<i>Step 4</i>	<i>Hrly</i>	<i>Step 5</i>	<i>Hrly</i>
81	Plan Check Engineer Senior Project Specialist Traffic Operations Engineer	8974	51.77	9423	54.36	9895	57.09	10390	59.94	10908	62.93
80	No classification falls within range	8756	50.52	9193	53.04	9653	55.69	10135	58.47	10642	61.40
79	Associate Engineer Laboratory Supervisor	8548	49.32	8974	51.77	9423	54.36	9895	57.09	10390	59.94
78	Environmental Services Supervisor Plant Operations Supervisor	8339	48.11	8756	50.52	9193	53.04	9653	55.69	10135	58.47
77	Plant Maintenance Supervisor Project Specialist II Supervising Building Inspector Supervising Engineering Inspector	8141	46.97	8548	49.32	8974	51.77	9423	54.36	9895	57.09
76	No classification falls within range	7943	45.83	8339	48.11	8756	50.52	9193	53.04	9653	55.69
75	Building Supervisor Fleet Supervisor Graphics Supervisor Innovation Technology Analyst Permits Center Coordinator Plans Examiner Senior Engineering Inspector Systems Analyst Traffic Supervisor	7754	44.73	8141	46.97	8548	49.32	8974	51.77	9423	54.36
74	Assistant Engineer Crime Analyst Senior Building Inspector	7564	43.64	7943	45.83	8339	48.11	8756	50.52	9193	53.04
73	Accountant II Environmental Protection Specialist II Information Systems Application Specialist Plant Operator - Lead	7384	42.60	7754	44.73	8141	46.97	8548	49.32	8974	51.77
72	Collection Systems Maintenance Supervisor Plant Electrical and Instrumentation Technician II Project Specialist I	7204	41.56	7564	43.64	7943	45.83	8339	48.11	8756	50.52
71	Administrative Specialist - Police Building Inspector Engineering Inspector Marina Supervisor Public Safety Dispatcher Supervisor Senior Librarian	7032	40.57	7384	42.60	7754	44.73	8141	46.97	8548	49.32
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	6861	39.58	7204	41.56	7564	43.64	7943	45.83	8339	48.11
69	Accountant I Engineer Laboratory Technician II Maintenance Mechanic II	6697	38.64	7032	40.57	7384	42.60	7754	44.73	8141	46.97

**CITY OF SAN LEANDRO**  
**SLCEA Salary Schedule**  
**Effective 1/1/20**

Approved by City Council on 06/06/16  
 Last revised 05/20/2019

<b>SR</b>	<b>CLASSIFICATION</b>	<i>Step 1</i>	<i>Hrly</i>	<i>Step 2</i>	<i>Hrly</i>	<i>Step 3</i>	<i>Hrly</i>	<i>Step 4</i>	<i>Hrly</i>	<i>Step 5</i>	<i>Hrly</i>
	Purchasing Technician										
<b>68</b>	Senior Public Safety Dispatcher	<b>6533</b>	<b>37.69</b>	<b>6861</b>	<b>39.58</b>	<b>7204</b>	<b>41.56</b>	<b>7564</b>	<b>43.64</b>	<b>7943</b>	<b>45.83</b>
<b>67</b>	Administrative Specialist III Environmental Protection Specialist I Equipment Mechanic - Lead Laboratory Technician I Permits Technician Plant Electrical and Instrumentation Technician I Recreation Supervisor II	<b>6378</b>	<b>36.80</b>	<b>6697</b>	<b>38.64</b>	<b>7032</b>	<b>40.57</b>	<b>7384</b>	<b>42.60</b>	<b>7754</b>	<b>44.73</b>
<b>66</b>	Collection Systems Maintenance Worker III Public Safety Dispatcher	<b>6223</b>	<b>35.90</b>	<b>6533</b>	<b>37.69</b>	<b>6861</b>	<b>39.58</b>	<b>7204</b>	<b>41.56</b>	<b>7564</b>	<b>43.64</b>
<b>65</b>	Automotive Mechanic Buyer Electrician I Equipment Mechanic HVAC Mechanic I Plant Operator I Project Planner	<b>6075</b>	<b>35.05</b>	<b>6378</b>	<b>36.80</b>	<b>6697</b>	<b>38.64</b>	<b>7032</b>	<b>40.57</b>	<b>7384</b>	<b>42.60</b>
<b>64</b>	Facilities Maintenance Worker III Librarian Maintenance Mechanic I Park Maintenance Worker III <del>Pavement Marking Specialist - Lead</del> Project Literacy Coordinator Property & Evidence Technician Street Maintenance Worker III Tree Trimmer II	<b>5927</b>	<b>34.19</b>	<b>6223</b>	<b>35.90</b>	<b>6533</b>	<b>37.69</b>	<b>6861</b>	<b>39.58</b>	<b>7204</b>	<b>41.56</b>
<b>63</b>	Administrative Specialist II Senior Engineering Aide <del>Police Services Supervisor Senior Police Service Technician</del>	<b>5786</b>	<b>33.38</b>	<b>6075</b>	<b>35.05</b>	<b>6378</b>	<b>36.80</b>	<b>6697</b>	<b>38.64</b>	<b>7032</b>	<b>40.57</b>
<b>62</b>	Assistant Marina Supervisor Information Systems Support Technician Recreation Supervisor I	<b>5644</b>	<b>32.56</b>	<b>5927</b>	<b>34.19</b>	<b>6223</b>	<b>35.90</b>	<b>6533</b>	<b>37.69</b>	<b>6861</b>	<b>39.58</b>
<b>61</b>	Collection Systems Maintenance Worker II Plant Operator in Training	<b>5511</b>	<b>31.79</b>	<b>5786</b>	<b>33.38</b>	<b>6075</b>	<b>35.05</b>	<b>6378</b>	<b>36.80</b>	<b>6697</b>	<b>38.64</b>
<b>60</b>	Administrative Specialist I Circulation Supervisor Tree Trimmer I	<b>5376</b>	<b>31.02</b>	<b>5644</b>	<b>32.56</b>	<b>5927</b>	<b>34.19</b>	<b>6223</b>	<b>35.90</b>	<b>6533</b>	<b>37.69</b>
<b>59</b>	<b>Crime Prevention Specialist</b> Facilities Maintenance Worker II Park Maintenance Worker II Police Service Technician II Street Maintenance Worker II	<b>5247</b>	<b>30.27</b>	<b>5511</b>	<b>31.79</b>	<b>5786</b>	<b>33.38</b>	<b>6075</b>	<b>35.05</b>	<b>6378</b>	<b>36.80</b>
<b>58</b>	Administrative Assistant III Code Enforcement Officer Collection Systems Maintenance Worker I Engineering Aide Permits Clerk Senior Account Clerk	<b>5119</b>	<b>29.53</b>	<b>5376</b>	<b>31.02</b>	<b>5644</b>	<b>32.56</b>	<b>5927</b>	<b>34.19</b>	<b>6223</b>	<b>35.90</b>
<b>57</b>	Jailer Property Clerk	<b>4997</b>	<b>28.83</b>	<b>5247</b>	<b>30.27</b>	<b>5511</b>	<b>31.79</b>	<b>5786</b>	<b>33.38</b>	<b>6075</b>	<b>35.05</b>
<b>56</b>	Account Clerk	<b>4876</b>	<b>28.13</b>	<b>5119</b>	<b>29.53</b>	<b>5376</b>	<b>31.02</b>	<b>5644</b>	<b>32.56</b>	<b>5927</b>	<b>34.19</b>

**CITY OF SAN LEANDRO**  
**SLCEA Salary Schedule**  
**Effective 1/1/20**

Approved by City Council on 06/06/16  
 Last revised 05/20/2019

<b>SR</b>	<b>CLASSIFICATION</b>	<i>Step 1</i>	<i>Hrly</i>	<i>Step 2</i>	<i>Hrly</i>	<i>Step 3</i>	<i>Hrly</i>	<i>Step 4</i>	<i>Hrly</i>	<i>Step 5</i>	<i>Hrly</i>
	Animal Control Worker										
	Equipment Services Technician										
	Facilities Maintenance Worker I										
	Park Maintenance Worker I										
	Street Maintenance Worker I										
<b>55</b>	Administrative Assistant II	<b>4761</b>	<b>27.47</b>	<b>4997</b>	<b>28.83</b>	<b>5247</b>	<b>30.27</b>	<b>5511</b>	<b>31.79</b>	<b>5786</b>	<b>33.38</b>
	Administrative Trainee										
	Audio-Visual Services Operator										
	Library Security Aide										
	Police Service Technician I										
	Records Clerk										
<b>54</b>	Senior Library Assistant	<b>4642</b>	<b>26.78</b>	<b>4876</b>	<b>28.13</b>	<b>5119</b>	<b>29.53</b>	<b>5376</b>	<b>31.02</b>	<b>5644</b>	<b>32.56</b>
<b>53</b>	No classification falls within range	<b>4532</b>	<b>26.15</b>	<b>4761</b>	<b>27.47</b>	<b>4997</b>	<b>28.83</b>	<b>5247</b>	<b>30.27</b>	<b>5111</b>	<b>31.79</b>
<b>52</b>	No classification falls within range	<b>4422</b>	<b>25.51</b>	<b>4642</b>	<b>26.78</b>	<b>4876</b>	<b>28.13</b>	<b>5119</b>	<b>29.53</b>	<b>5376</b>	<b>31.02</b>
<b>51</b>	Café Assistant	<b>4318</b>	<b>24.91</b>	<b>4532</b>	<b>26.15</b>	<b>4761</b>	<b>27.47</b>	<b>4997</b>	<b>28.83</b>	<b>5247</b>	<b>30.27</b>
	Library Assistant										
	Parking Aide, pt										
<b>50</b>	Administrative Assistant I	<b>4212</b>	<b>24.30</b>	<b>4422</b>	<b>25.51</b>	<b>4642</b>	<b>26.78</b>	<b>4876</b>	<b>28.13</b>	<b>5119</b>	<b>29.53</b>
	Plant Maintenance Worker										
<b>49</b>	Equipment Services Aide	<b>4112</b>	<b>23.72</b>	<b>4318</b>	<b>24.91</b>	<b>4532</b>	<b>26.15</b>	<b>4761</b>	<b>27.47</b>	<b>4997</b>	<b>28.83</b>
	Maintenance Worker - Entry										
	Supply Maintenance Worker										
<b>48</b>	No classification falls within range	<b>4011</b>	<b>23.14</b>	<b>4212</b>	<b>24.30</b>	<b>4422</b>	<b>25.51</b>	<b>4642</b>	<b>26.78</b>	<b>4876</b>	<b>28.13</b>
<b>47</b>	No classification falls within range	<b>3915</b>	<b>22.59</b>	<b>4112</b>	<b>23.72</b>	<b>4318</b>	<b>24.91</b>	<b>4532</b>	<b>26.15</b>	<b>4761</b>	<b>27.47</b>
<b>46</b>	No classification falls within range	<b>3820</b>	<b>22.04</b>	<b>4011</b>	<b>23.14</b>	<b>4212</b>	<b>24.30</b>	<b>4422</b>	<b>25.51</b>	<b>4642</b>	<b>26.78</b>
<b>45</b>	No classification falls within range	<b>3729</b>	<b>21.51</b>	<b>3915</b>	<b>22.59</b>	<b>4112</b>	<b>23.72</b>	<b>4318</b>	<b>24.91</b>	<b>4532</b>	<b>26.15</b>
<b>44</b>	No classification falls within range	<b>3638</b>	<b>20.99</b>	<b>3820</b>	<b>22.04</b>	<b>4011</b>	<b>23.14</b>	<b>4212</b>	<b>24.30</b>	<b>4422</b>	<b>25.51</b>
<b>43</b>	No classification falls within range	<b>3552</b>	<b>20.49</b>	<b>3729</b>	<b>21.51</b>	<b>3915</b>	<b>22.59</b>	<b>4112</b>	<b>23.72</b>	<b>4318</b>	<b>24.91</b>
<b>42</b>	No classification falls within range	<b>3465</b>	<b>19.99</b>	<b>3638</b>	<b>20.99</b>	<b>3820</b>	<b>22.04</b>	<b>4011</b>	<b>23.14</b>	<b>4212</b>	<b>24.30</b>
<b>41</b>	Maintenance Aide	<b>3384</b>	<b>19.52</b>	<b>3552</b>	<b>20.49</b>	<b>3729</b>	<b>21.51</b>	<b>3915</b>	<b>22.59</b>	<b>4112</b>	<b>23.72</b>
<b>40</b>	No classification falls within range	<b>3300</b>	<b>19.04</b>	<b>3465</b>	<b>19.99</b>	<b>3638</b>	<b>20.99</b>	<b>3820</b>	<b>22.04</b>	<b>4011</b>	<b>23.14</b>
<b>39</b>	Library Clerk, pt		<b>18.59</b>		<b>19.51</b>		<b>20.49</b>		<b>21.52</b>		<b>22.59</b>