

DATE: July 21, 2009

TO: Mayor and City Council

FROM: Human Resources Director

SUBJECT: Adoption of Positions and Salaries Schedule for FY 2010 and Amendment of the FY 2010 Allocated Positions

RECOMMENDATION

That Council adopts the attached Resolutions designating positions of employment in the City government of the City of Hayward; providing for the number of authorized personnel in each position and corresponding salary range as of July 2009; and superseding Resolution No. 08-114 and all amendments thereto, and amending the FY 2010 budgeted Allocated Positions.

BACKGROUND

Sections 2-4.30 and 2-4.31 of the Hayward Municipal Code specify that the Human Resources Director shall prepare a salary plan annually for City Council approval. The Plan lists all positions of employment in the City, the number authorized, and the salary associated with each position. Attachment A of the Resolution is the Positions and Salaries Schedule for FY 2010.

DISCUSSION

The City Council recently adopted the FY 2010 budget that sets forth the number and title of allocated positions authorized per department. The City Council has also adopted Memoranda of Understanding (MOU) and subsequent Side Letters of Agreement with each of its bargaining units, as well as a Salary and Benefits Resolution for its Unrepresented Management employees. The MOUs and Side Letters of Agreement and the Salary and Benefit Resolution set forth annual salaries for all classifications covered under the respective MOUs and the Resolution. Attachment A is a compilation of the positions and salary information from each of these documents, including unrepresented, appointed and elected positions. As explained in detail below, the Plan also contains two proposed staffing changes in the Police Department, including the addition of one position and the exchange of three positions.

The Positions and Salaries Schedule lists by department all positions allocated by the City Council for the current budget year and the current salaries based on each MOU and Side Letter of Agreement and the Salary and Benefits Resolution. The number of positions and specific classifications will not change throughout the year without specific City Council authorization. The

salaries will change based on the effective date of salary increases specified in each approved MOU and Side Letter of Agreement, and the Salary and Benefits Resolution.

Police Department Staffing Changes: The Positions and Salaries Schedule in Attachment A includes two proposed changes from the recently adopted budget. The changes are:

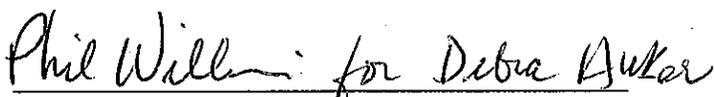
- 1) The addition of one Property/Evidence Manager, currently filled by a Police Officer (Detective) position. This position will remain vacant until grant funding is available in order to maintain a net reduction in cost in the General Fund.
- 2) The exchange of three Community Service Officer positions for three Property Technician positions.

These changes are requested as a result of the staffing plan review in the Police Department. These changes also provide for specialized skills in the areas of property and evidence. Assigning the Property/Evidence Manager to a non-sworn position meets the objective of utilizing civilian positions in the Police Department as appropriate.

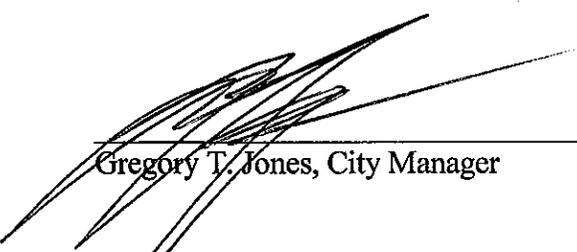
FISCAL IMPACT

Approval of the Positions and Salaries Schedule does not fiscally impact the City because all positions, except the changes proposed above, have already been approved either through the budget or negotiation process. This is an administrative step to consolidate allocated positions and salary information into one document. Police Department position changes will not require any additional appropriation and will likely reduce General Fund expenditures by up to \$22,000 per year, depending on receipt of grant funding.

Recommended by:


Debra C. Auker, Acting Human Resources Director

Approved by:


Gregory T. Jones, City Manager

Attachment: Attachment A – Positions and Salaries Schedule
Draft Resolutions (2)

Positions & Salaries Schedule FY 10 07-09-09

City of Hayward

Number of Positions	Class Title	P.T.	A	B	C	D	E	Page	1 Job Code
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CITY ATTORNEY DEPARTMENT

LEGAL SERVICES PROGRAM

-1301/1301-

1	CITY ATTORNEY							86.54	1216
3	ASSISTANT CITY ATTORNEY		57.60	60.42	63.46	66.68	70.02	70.02	1134
	OR DEPUTY CITY ATTORNEY II		40.38	42.36	44.51	46.73	48.99	48.99	1179
	OR DEPUTY CITY ATTORNEY I		33.25	34.91	36.68	38.49	40.38	40.38	1178
2	LEGAL SECRETARY II		27.78	29.39	31.62	32.28	33.93	33.93	416
	OR LEGAL SECRETARY I		25.03	26.34	27.72	29.21	30.76	30.76	415

RISK MANAGEMENT PROGRAM

-1321/1321-

2	ASSISTANT CITY ATTORNEY		57.60	60.42	63.46	66.68	70.02	70.02	1134
	OR DEPUTY CITY ATTORNEY II		40.38	42.36	44.51	46.73	48.99	48.99	1179
	OR DEPUTY CITY ATTORNEY I		33.25	34.91	36.68	38.49	40.38	40.38	1178
1	LEGAL SECRETARY II		27.78	29.39	31.62	32.28	33.93	33.93	416
	OR LEGAL SECRETARY I		25.03	26.34	27.72	29.21	30.76	30.76	415

CITY CLERK DEPARTMENT

OFFICE OF THE CITY CLERK

-1401/1401-

1	CITY CLERK		45.11	47.39	49.75	52.22	54.84	54.84	1225
1	DEPUTY CITY CLERK		31.39	32.92	34.60	36.32	38.13	38.13	747
1	SENIOR SECRETARY		26.90	27.97	29.12	30.17	31.34	31.34	107
	OR SECRETARY	.50	23.67	24.77	25.98	27.21	28.51	28.51	106
	OR ADMINISTRATIVE CLERK II	.50	21.84	22.72	23.64	24.70	25.93	25.93	102
1	SENIOR SECRETARY	.50	26.90	27.97	29.12	30.17	31.34	31.34	107

CITY MANAGER DEPARTMENT

OFFICE OF THE CITY MANAGER

-1201/1201,1810-

1	CITY MANAGER							91.35	1297
1	ASSISTANT CITY MANAGER		71.10	74.63	78.42	82.31	86.16	86.16	1122
1	ECONOMIC DEVELOPMENT MANAGER		54.34	56.99	59.89	62.84	66.03	66.03	709
1	EXECUTIVE ASSISTANT		33.45	34.98	36.57	38.13	39.83	39.83	418

REDEVELOPMENT AGENCY

-4410/-

1	REDEVELOPMENT DIRECTOR		53.93	56.59	59.43	62.41	65.53	65.53	795
2	REDEVELOPMENT PROJECT MANAGER		48.94	51.33	53.86	56.63	59.39	59.39	794
1	HOUSING DEVELOPMENT MANAGER		48.78	51.16	53.76	56.41	59.27	59.27	726
1	HOUSING DEVELOPMENT SPECIALIST		35.65	37.44	39.27	41.27	43.28	43.28	674
1	COMMUNITY PROGRAMS SPECIALIST		32.85	34.56	36.31	38.10	39.96	39.96	670
2	SENIOR SECRETARY		26.90	27.97	29.12	30.17	31.34	31.34	107
	OR SECRETARY		23.67	24.77	25.98	27.21	28.51	28.51	106
	OR ADMINISTRATIVE CLERK II		21.84	22.72	23.64	24.70	25.93	25.93	102

SMALL BUSINESS REVOLVING LN FD

-4299/-

1	ECONOMIC DEVELOPMENT COORDINATOR		48.94	51.33	53.86	56.63	59.39	59.39	711
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Positions & Salaries Schedule FY 10 07-09-09

City of Hayward

Number of Positions Class Title P.T. A B C D E Hourly Salary Range Job Code Page 2

DEVELOPMENT SVCS DEPARTMENT

BUILDING DIVISION

-2700/2711,2717-

1	CITY BUILDING OFFICIAL		53.73	56.44	59.27	62.24	65.41	740
1	SUPERVISING BUILDING INSPECTOR		45.96	48.29	50.72	53.24	55.88	741
1	PLAN CHECKING ENGINEER		42.05	44.09	46.31	48.71	51.21	610
1	SR. BUILDING INSPECTOR/STRUCTURAL		36.43	38.37	40.31	42.22	44.32	663
1	SR. BUILDING INSPECTOR/PLUM-MECH.		36.43	38.37	40.31	42.22	44.32	659
1	SR. BUILDING INSPECTOR/ELECTRICAL		36.43	38.37	40.31	42.22	44.32	658
1	SENIOR PLAN CHECKER		36.43	38.37	40.31	42.22	44.32	611
2	PLAN CHECKER		33.13	34.88	36.64	38.39	40.30	609
1	SR HOUSING INSPECTOR		32.89	34.54	36.27	38.07	39.99	657
4	BUILDING INSPECTOR		31.45	32.93	34.61	36.36	38.75	656
1	SENIOR PERMIT TECHNICIAN		30.44	31.68	32.92	34.37	36.11	179
3	HOUSING INSPECTOR		28.78	30.20	31.69	33.30	34.95	660
2	PERMIT TECHNICIAN		27.45	28.56	29.67	30.98	32.55	180
2	SENIOR SECRETARY		26.90	27.97	29.12	30.17	31.34	107
	OR SECRETARY		23.67	24.77	25.98	27.21	28.51	106
	OR ADMINISTRATIVE CLERK II		21.84	22.72	23.64	24.70	25.93	102

COMMUNITY & ECONOMIC DEVELOPMT

-4600/-

1	DEVELOPMENT SERVICES DIRECTOR		64.01	67.23	70.62	74.16	77.88	1116
1	ADMINISTRATIVE ANALYST II		36.96	38.77	40.66	42.72	44.86	724
1	ADMINISTRATIVE SECRETARY		29.46	30.66	31.87	33.06	34.37	108

PLANNING DIVISION

-1500/1502-

1	PLANNING MANAGER		53.73	56.44	59.27	62.24	65.41	797
1	DEVELOPMENT REVIEW ENGINEER		47.30	49.63	52.10	54.76	57.44	781
2	SENIOR PLANNER		43.61	45.75	48.00	50.47	52.93	796
3	ASSOC PLANNER		36.52	38.30	40.22	42.28	44.30	650
1	DEVELOPMENT REVIEW SPECIALIST		31.26	32.78	34.56	36.25	38.10	604
5	SENIOR SECRETARY		26.90	27.97	29.12	30.17	31.34	107
	OR SECRETARY	.50	23.67	24.77	25.98	27.21	28.51	106
	OR ADMINISTRATIVE CLERK II	.50	21.84	22.72	23.64	24.70	25.93	102
1	GRAPHICS/PLANNING ILLUSTRATOR	.50	25.31	26.54	27.94	29.34	30.76	627

FINANCE DEPARTMENT

ACCOUNTING DIVISION

-1720/1721-

1	ACCOUNTING MANAGER		43.42	45.62	47.85	50.30	52.87	730
1	SENIOR ACCOUNTANT		39.65	41.64	43.67	45.89	48.14	749
2	SENIOR ACCOUNTING TECHNICIAN		30.04	31.52	33.07	34.72	36.48	100
1	ACCOUNTING TECHNICIAN		27.30	28.67	30.08	31.59	33.17	140
3	SENIOR ACCOUNT CLERK		25.11	26.34	27.48	28.79	30.15	156

FINANCE ADMINISTRATION DIVISIO

-1710/1711-

1	DIRECTOR OF FINANCE		66.88	70.22	73.76	77.48	81.37	1118
1	BUDGET ADMINISTRATOR		43.62	45.78	48.08	50.47	52.99	700
1	ADMINISTRATIVE SECRETARY		29.46	30.66	31.87	33.06	34.37	108

Positions & Salaries Schedule FY 10 07-09-09

City of Hayward

Number of Positions	Class Title	P.T.	A	B	C	D	E	Job Code
PURCHASING DIVISION								
-1740/1741,1742-								
1	PURCHASING & SERVICES MANAGER		43.51	45.72	47.98	50.42	52.96	739
1	PURCHASING ASSISTANT		26.94	28.05	29.16	30.25	31.42	111
1	MAIL & PURCHASING CLERK		20.72	21.76	22.80	23.96	25.14	112
REVENUE DIVISION								
-1730/1731,1732,1736-								
1	REVENUE MANAGER		43.62	45.78	48.08	50.47	52.99	729
1	ADMINISTRATIVE ANALYST II		36.96	38.77	40.66	42.72	44.86	724
1	SENIOR ACCOUNTING TECHNICIAN		30.04	31.52	33.07	34.72	36.48	100
1	ACCOUNTING TECHNICIAN		27.30	28.67	30.08	31.59	33.17	140
3	SENIOR CUSTOMER ACCOUNT CLERK		25.11	26.34	27.48	28.79	30.15	130
3	CUSTOMER ACCOUNT CLERK		22.88	23.87	25.02	26.17	27.48	125
2	CUSTOMER ACCOUNT CLERK	.75	22.88	23.87	25.02	26.17	27.48	125
FIRE DEPARTMENT								
ADMINISTRATION DIVISION								
-1910/1911-								
1	FIRE CHIEF		71.46	74.95	78.70	82.55	86.40	1101
1	ADMINISTRATIVE SECRETARY		29.46	30.66	31.87	33.06	34.37	108
1	SENIOR SECRETARY		26.90	27.97	29.12	30.17	31.34	107
OR	SECRETARY		23.67	24.77	25.98	27.21	28.51	106
OR	ADMINISTRATIVE CLERK II		21.84	22.72	23.64	24.70	25.93	102
OPERATIONS DIVISION								
-1930/1931,1932,1933-								
2	DEPUTY FIRE CHIEF (40 HR)		62.16	65.17	68.38	71.75	75.34	1006
1	STAFF FIRE CAPTAIN (40 HR)				54.76	57.40	60.26	244
1	EMERGENCY MEDICAL SERVICES COORD.		41.25	43.34	45.50	47.76	50.16	710
3	BATTALION CHIEF (56 HR)		39.05	41.01	42.99	45.10	47.34	1004
OR	BATTALION CHIEF (40 HR)		54.67	57.43	60.22	63.18	66.28	1005
33	FIRE CAPTAIN (56 HR)				35.57	37.26	39.13	245
OR	FIRE CAPTAIN (40 HR)				49.79	52.16	54.77	246
33	APPARATUS OPERATOR (56 HR)		28.52	29.93	31.41	32.92	34.60	220
OR	APPARATUS OPERATOR (40 HR)		39.93	41.90	44.35	46.10	48.40	221
43	FIREFIGHTER (56 HR)		26.91	28.22	29.65	31.08	32.62	215
OR	FIREFIGHTER (40 HR)		37.69	39.50	41.51	43.46	45.66	216
1	SENIOR SECRETARY		26.90	27.97	29.12	30.17	31.34	107
OR	SECRETARY		23.67	24.77	25.98	27.21	28.51	106
OR	ADMINISTRATIVE CLERK II		21.84	22.72	23.64	24.70	25.93	102
1	MAIL CLERK				12.00	12.61	13.23	134
SPECIAL OPERATIONS								
-1920/1922,1923,1932-								
1	FIRE MARSHAL (40 HR)		60.14	63.17	66.23	69.50	72.90	1003
3	STAFF FIRE CAPTAIN (40 HR)				54.76	57.40	60.26	244
1	HAZARDOUS MATERIALS PROGRAM COORDINATOR		45.80	48.15	50.51	53.10	55.78	705
4	FIRE PREVENTION INSP. (40 HR)		42.24	44.26	46.48	48.70	51.14	230
OR	FIRE PREVENTION INSP. (56 HR)		30.15	31.61	33.20	34.78	36.53	231
1	ADMINISTRATIVE ANALYST III		41.02	43.05	45.25	47.48	49.84	723
2	HAZARDOUS MATERIALS INVESTIGATOR		35.89	37.69	39.57	41.55	43.61	676

Positions & Salaries Schedule FY 10 07-09-09

City of Hayward

Number of Positions Class Title P.T. A B C D E Page 4 Job Code

1	PERMIT TECHNICIAN		27.45	28.56	29.67	30.98	32.55	180
1	SENIOR SECRETARY		26.90	27.97	29.12	30.17	31.34	107
	OR SECRETARY		23.67	24.77	25.98	27.21	28.51	106
	OR ADMINISTRATIVE CLERK II		21.84	22.72	23.64	24.70	25.93	102

HUMAN RESOURCES DEPARTMENT

HUMAN RESOURCES ADMINISTRATION

-1601/1601-

1	HUMAN RESOURCES DIRECTOR		64.01	67.23	70.62	74.16	77.88	1119
1	SR HUMAN RES ANAL/AFF. ACTION SPEC.		37.59	39.45	41.48	43.51	45.67	1155
3	HUMAN RESOURCES ANALYST II		34.35	36.03	37.83	39.74	41.69	1177
	OR HUMAN RESOURCES ANALYST I		28.38	29.80	31.36	32.91	34.59	1176
1	HR ADMINISTRATIVE SECRETARY		30.93	32.20	33.47	34.70	36.09	1175

WORKERS COMPENSATION ADMIN.

-4301/4301-

1	EMPLOYEE BENEFITS ADMINISTRATOR		37.59	39.45	41.48	43.51	45.67	1142
1	HUMAN RESOURCES TECHNICIAN		26.15	27.55	28.97	30.50	32.12	1174

LIBRARY & NEIGHBORHOOD SERVICE

COMMUNITY BLOCK GRANT DIVISION

-4200/-

1	NEIGHBORHOOD DEVELOPMENT MANAGER		53.73	56.44	59.27	62.24	65.41	799
1	SOCIAL SERVICES PLANNING MANAGER		48.72	51.12	53.65	56.39	59.16	785
1	COMMUNITY PROGRAMS SPECIALIST		32.85	34.56	36.31	38.10	39.96	670

LIBRARY SERVICES DIVISION

-3310/-

1	LIBRARY & NEIGHBORHOOD SERVICES DIRECTOR		66.90	70.24	73.79	77.50	81.40	1117
1	LIBRARY OPERATIONS MANAGER		34.28	36.04	37.98	39.98	42.08	768
4	SUPERVISING LIBRARIAN I		34.45	36.29	38.00	39.91	41.91	736
1	ADMINISTRATIVE SECRETARY		29.46	30.66	31.87	33.06	34.37	108
1	INFORMATION SYSTEMS SUPPORT TECHNICIAN		25.82	27.10	28.49	29.90	31.35	633
5	LIBRARIAN I		25.06	26.32	27.63	28.95	30.43	625
6	LIBRARIAN I	.50	25.06	26.32	27.63	28.95	30.43	625
1	LITERACY PROGRAM COORDINATOR		25.06	26.32	27.63	28.95	30.43	623
3	LEAD LIBRARY ASSISTANT		24.18	25.43	26.64	27.95	29.41	191
3	SENIOR LIBRARY ASSISTANT		22.34	23.35	24.42	25.49	26.72	189
4	LIBRARY ASSISTANT		20.25	21.19	22.14	23.17	24.26	187
8	LIBRARY ASSISTANT	.50	20.25	21.19	22.14	23.17	24.26	187
1	ADMINISTRATIVE CLERK I	.25	19.23	20.24	21.26	22.39	23.56	101
5	SENIOR LIBRARY PAGE	.60					15.87	199
15	LIBRARY PAGE	.30					14.42	198

NEIGHBORHOOD SERVICES DIVISION

-3320/-

1	NEIGHBORHOOD PARTNERSHIP MANAGER		48.94	51.33	53.86	56.63	59.39	703
1	SR PROPERTY REHABILITATION SPECIALIST		36.13	38.01	39.94	41.90	43.95	673
1	SR COMMUNITY PRESERVATION INSPECTOR		32.89	34.54	36.27	38.07	39.99	620
1	PROPERTY REHABILITATION SPECIALIST		32.85	34.56	36.31	38.10	39.96	665
1	PARATRANSIT COORDINATOR		31.31	32.88	34.47	36.22	38.00	664
1	COMMUNITY PRESERVATION SPECIALIST		30.78	32.32	33.96	35.68	37.49	613

Positions & Salaries Schedule FY 10 07-09-09

City of Hayward

Number of Positions	Class Title	P.T.	A	B	C	D	E	Job Code
5	COMMUNITY PRESERVATION INSPECTOR		29.31	30.78	32.34	33.98	35.70	617
3	SENIOR SECRETARY		26.90	27.97	29.12	30.17	31.34	107
	OR SECRETARY		23.67	24.77	25.98	27.21	28.51	106
	OR ADMINISTRATIVE CLERK II		21.84	22.72	23.64	24.70	25.93	102
MAINTENANCE SERVICES DEPT								
FACILITIES MANAGEMENT								
-2600/-								
1	FACILITIES & BUILDING MANAGER		46.20	48.57	50.95	53.52	56.29	760
2	ADMINISTRATIVE ANALYST II		36.96	38.77	40.66	42.72	44.86	724
	OR ADMINISTRATIVE ANALYST I		33.38	35.05	36.82	38.62	40.55	744
1	ELECTRICIAN II		37.63	39.13	40.67	42.39	44.15	329
	OR ELECTRICIAN I		34.22	35.63	37.05	38.61	40.16	328
2	FACILITIES PAINTER II		30.72	31.97	33.22	34.60	36.04	330
	OR FACILITIES PAINTER I		27.95	29.08	30.26	31.53	32.77	324
2	FACILITIES CARPENTER II		30.60	31.81	33.14	34.51	35.95	327
	OR FACILITIES CARPENTER I		27.83	28.98	30.17	31.39	32.70	326
1	AUDITORIUM LEADWORKER		25.23	26.17	27.21	28.31	29.46	304
1	STOREKEEPER - EXPEDITER		24.87	25.89	26.87	27.89	28.97	371
1	FACILITIES SERVICEWORKER II		22.61	23.51	24.47	25.33	26.34	320
2	FACILITIES SERVICEWORKER I		20.60	21.35	22.19	23.11	23.92	318
1	ADMINISTRATIVE CLERK I	.50	19.23	20.24	21.26	22.39	23.56	101
FLEET MANAGEMENT DIVISION								
-2500/2511-								
1	EQUIPMENT MANAGER		46.25	48.63	51.02	53.59	56.32	738
7	EQUIPMENT MECHANIC II		28.36	29.68	31.18	32.82	34.44	312
	OR EQUIPMENT MECHANIC I		25.82	27.12	28.49	29.90	31.37	310
1	SENIOR SECRETARY		26.90	27.97	29.12	30.17	31.34	107
	OR SECRETARY		23.67	24.77	25.98	27.21	28.51	106
	OR ADMINISTRATIVE CLERK II		21.84	22.72	23.64	24.70	25.93	102
1	EQUIPMENT PARTS STOREKEEPER		23.83	25.09	26.30	27.62	29.01	307
LANDSCAPE MAINTENANCE DIVISION								
-2300/2311,2321,2323-								
1	LANDSCAPE MAINTENANCE MANAGER		46.31	48.63	51.02	53.69	56.27	752
1	GROUNDSKEEPER III		31.16	32.42	33.73	35.15	36.53	343
3	TREE TRIMMER		28.04	29.15	30.34	31.41	32.64	340
3	GROUNDSKEEPER II		27.33	28.41	29.58	30.62	31.80	342
12	GROUNDSKEEPER I		24.82	25.81	26.89	27.82	28.92	338
	OR LABORER		21.85	22.65	23.56	24.52	25.40	336
MAINTENANCE SERVICES ADMIN								
-3501/3501-								
1	DIRECTOR OF MAINTENANCE SERVICES		60.31	63.33	66.54	69.87	73.37	1113
1	ADMINISTRATIVE ANALYST II		36.96	38.77	40.66	42.72	44.86	724
	OR ADMINISTRATIVE ANALYST I		33.38	35.05	36.82	38.62	40.55	744
1	ADMINISTRATIVE SECRETARY		29.46	30.66	31.87	33.06	34.37	108
STREET MAINTENANCE DIVISION								
-2400/2411-								
1	STREETS MAINTENANCE SUPERVISOR		42.08	44.20	46.38	48.71	51.08	764
1	SENIOR MAINTENANCE LEADER		31.76	33.03	34.36	35.82	37.22	367

Positions & Salaries Schedule FY 10 07-09-09

City of Hayward

Number of Positions	Class Title	P.T.	A	B	C	D	E	Job Code
2	MAINTENANCE LEADER		27.88	28.97	30.17	31.23	32.43	360
1	SENIOR SECRETARY		26.90	27.97	29.12	30.17	31.34	107
OR	SECRETARY		23.67	24.77	25.98	27.21	28.51	106
OR	ADMINISTRATIVE CLERK II		21.84	22.72	23.64	24.70	25.93	102
5	SWEEPER EQUIPMENT OPERATOR		26.05	26.92	28.00	29.19	30.35	362
8	MAINTENANCE WORKER		25.32	26.34	27.43	28.37	29.50	357
OR	LABORER		21.85	22.65	23.56	24.52	25.40	336

MAYOR AND COUNCIL DEPARTMENT

MAYOR AND COUNCIL DEPARTMENT

-1100/-

1	ADMINISTRATIVE SECRETARY (CONF)		30.93	32.20	33.47	34.70	36.09	420
1	MAYOR						19.54	1300
6	CITY COUNCIL						12.21	1301

POLICE DEPARTMENT

FIELD OPERATIONS DIV

-1802/1820,1823-

1	POLICE CAPTAIN		59.67	62.65	65.78	69.17	72.52	802
7	POLICE LIEUTENANT					62.88	65.93	555
17	POLICE SERGEANT				51.93	54.44	57.22	545
122	POLICE OFFICER		39.56	41.46	43.48	45.58	47.74	515
OR	POLICE OFFICER TRAINEE		28.81	30.23				174
1	CRIME PREVENTION SUPERVISOR		29.03	30.28	31.71	33.17	34.75	190
1	SENIOR SECRETARY		26.90	27.97	29.12	30.17	31.34	107
OR	SECRETARY		23.67	24.77	25.98	27.21	28.51	106
OR	ADMINISTRATIVE CLERK II		21.84	22.72	23.64	24.70	25.93	102
6	COMMUNITY SERVICE OFFICER		25.23	26.32	27.58	28.85	30.21	169
2	CRIME PREVENTION SPECIALIST		25.14	26.22	27.45	28.73	30.09	188
1	POLICE RECORDS CLERK II		23.96	24.90	25.91	27.06	28.39	120
2	TRAFFIC SAFETY ASSISTANT	.60					12.43	901

OFFICE OF THE CHIEF DIV

-1801/1824,1830-

1	CHIEF OF POLICE		73.87	77.42	81.24	85.18	89.07	1102
2	POLICE LIEUTENANT					62.88	65.93	555
1	POLICE SERGEANT				51.93	54.44	57.22	545
1	ADMINISTRATIVE ANALYST III		41.02	43.05	45.25	47.48	49.84	723
1	POLICE OFFICER		39.56	41.46	43.48	45.58	47.74	515
OR	POLICE OFFICER TRAINEE		28.81	30.23				174
2	ADMINISTRATIVE SECRETARY		29.46	30.66	31.87	33.06	34.37	108

SPECIAL OPERATIONS DIV

-1803/-

1	POLICE CAPTAIN		59.67	62.65	65.78	69.17	72.52	802
3	POLICE LIEUTENANT					62.88	65.93	555
1	YOUTH & FAMILY SERVICES MANAGER		48.51	50.92	53.46	56.05	58.91	790
5	POLICE SERGEANT				51.93	54.44	57.22	545
13	INSPECTOR		44.60	46.83	49.12	51.45	53.97	520
2	COUNSELING SUPERVISOR		41.36	43.48	45.65	47.92	50.31	737
1	ADMINISTRATIVE ANALYST III		41.02	43.05	45.25	47.48	49.84	723
18	POLICE OFFICER		39.56	41.46	43.48	45.58	47.74	515

Positions & Salaries Schedule FY 10 07-09-09

City of Hayward

Number of Positions Class Title P.T. A B C D E Page 7 Job Code

OR POLICE OFFICER TRAINEE			28.81	30.23					174
1 PROPERTY/EVIDENCE MANAGER			38.85	40.85	42.89	44.98	47.28		725
1 PROPERTY & EVIDENCE SUPERVISOR			37.18	39.11	41.04	43.04	45.24		776
8 FAMILY COUNSELOR I			30.61	32.12	33.73	35.29	37.13		632
4 CRIME SCENE TECHNICIAN			26.32	27.48	28.76	30.07	31.50		175
1 SENIOR SECRETARY			26.90	27.97	29.12	30.17	31.34		107
OR SECRETARY			23.67	24.77	25.98	27.21	28.51		106
OR ADMINISTRATIVE CLERK II			21.84	22.72	23.64	24.70	25.93		102
3 PROPERTY TECHNICIAN			25.22	26.32	27.59	28.85	30.22		170
3 COMMUNITY SERVICE OFFICER			25.23	26.32	27.58	28.85	30.21		169
2 POLICE RECORDS CLERK II			23.96	24.90	25.91	27.06	28.39		120

SUPPORT SERVICES DIV

-1804/1810,1811,1815,1820,1821,1824,1826,1827,1829

1 OPERATIONS SUPPORT DIRECTOR			57.44	60.31	63.37	66.54	69.88		1104
1 ANIMAL SERVICES MANAGER			39.88	41.82	43.95	46.14	48.43		714
1 COMMUNICATIONS MANAGER			38.85	40.85	42.89	44.98	47.28		775
1 JAIL MANAGER			38.85	40.85	42.89	44.98	47.28		706
1 RECORDS MANAGER			37.13	38.99	40.87	42.98	45.00		707
4 COMMUNICATIONS SUPERVISOR			33.97	35.68	37.46	39.32	41.31		141
4 JAIL SUPERVISOR			30.32	31.59	33.12	34.66	36.33		142
14 COMMUNICATIONS OPERATOR			29.49	30.97	32.50	34.15	35.88		165
1 COMMUNICATIONS OPERATOR		.50	29.49	30.97	32.50	34.15	35.88		165
1 ANIMAL SERVICES SUPERVISOR			27.74	28.98	30.33	31.72	33.23		144
3 RECORDS SUPERVISOR			27.27	28.50	29.95	31.29	32.77		143
1 SENIOR SECRETARY			26.90	27.97	29.12	30.17	31.34		107
OR SECRETARY			23.67	24.77	25.98	27.21	28.51		106
OR ADMINISTRATIVE CLERK II			21.84	22.72	23.64	24.70	25.93		102
13 COMMUNITY SERVICE OFFICER			25.23	26.32	27.58	28.85	30.21		169
1 ANIMAL CONTROL OFFICER			23.87	25.09	26.23	27.46	28.73		185
16 POLICE RECORDS CLERK II			23.96	24.90	25.91	27.06	28.39		120
2 ANIMAL SHELTER SUPERVISOR			22.91	23.92	24.85	25.91	27.22		145
7 ANIMAL CARE ATTENDANT			19.86	20.70	21.52	22.45	23.57		181

PUBLIC WORKS DEPARTMENT

ADMINISTRATION DIVISION

-2011/2011,4635-

1 DIRECTOR OF PUBLIC WORKS			69.94	73.43	77.10	80.96	85.02		1111
1 ADMINISTRATIVE ANALYST II			36.96	38.77	40.66	42.72	44.86		724
OR ADMINISTRATIVE ANALYST I			33.38	35.05	36.82	38.62	40.55		744
1 ADMINISTRATIVE SECRETARY			29.46	30.66	31.87	33.06	34.37		108

AIRPORT DIVISION SUMMARY

-3200/-

1 AIRPORT MANAGER			54.34	56.99	59.89	62.84	66.03		713
1 AIRPORT OPERATIONS MANAGER			43.53	45.73	47.97	50.39	52.86		732
1 ADMINISTRATIVE ANALYST II			36.96	38.77	40.66	42.72	44.86		724
OR ADMINISTRATIVE ANALYST I			33.38	35.05	36.82	38.62	40.55		744
1 ADMINISTRATIVE SECRETARY			29.46	30.66	31.87	33.06	34.37		108
1 AIRPORT MAINTENANCE LEADER			29.18	30.26	31.46	32.75	34.07		302
1 SENIOR SECRETARY			26.90	27.97	29.12	30.17	31.34		107
OR SECRETARY			23.67	24.77	25.98	27.21	28.51		106
OR ADMINISTRATIVE CLERK II			21.84	22.72	23.64	24.70	25.93		102

Positions & Salaries Schedule FY 10 07-09-09

City of Hayward

Number of Positions	Class Title	P.T.	A	B	C	D	E	Page 8	Job Code
3	AIRPORT MAINTENANCEWORKER		26.51	27.48	28.56	29.75	30.97		303
1	AIRPORT ATTENDANT		19.85	20.72	21.48	22.42	23.54		301
1	ADMINISTRATIVE INTERN	.50				20.00	15.00		907
CLIMATE ACTN PLAN PREPARATION -4635/-									
1	ADMINISTRATIVE INTERN	.75				20.00	15.00		907
COLLECTION SYSTEM MAINTENANCE -3120/3102-									
2	ELECTRICIAN II		37.63	39.13	40.67	42.39	44.15		329
OR	ELECTRICIAN I		34.22	35.63	37.05	38.61	40.16		328
1	SENIOR UTILITY LEADER		33.99	35.36	36.76	38.35	39.87		377
1	UTILITIES MAINTENANCE MECHANIC		31.14	32.35	33.62	34.97	36.38		325
2	UTILITY LEADER		29.87	31.06	32.35	33.48	34.77		374
4	UTILITY WORKER		27.15	28.23	29.39	30.42	31.61		372
OR	LABORER		21.85	22.65	23.56	24.52	25.40		336
ENGINEERING/TRANSPORTATION DIV -2100/2101, 2112, 2113, 2114, 2121, 2141, 2811, 2821-									
1	DEPUTY DIRECTOR OF PUBLIC WORKS		57.44	60.31	63.37	66.54	69.88		1112
1	ASSISTANT CITY ENGINEER		54.42	57.08	59.97	62.97	66.11		721
1	TRANSPORTATION MANAGER		48.29	50.67	53.22	55.89	58.67		757
1	SENIOR CIVIL ENGINEER		47.27	49.60	52.03	54.70	57.38		788
1	SUPERVISING CONSTRUCTION INSPECTOR		46.16	48.53	50.85	53.40	56.07		780
1	SURVEY ENGINEER		43.79	45.96	48.31	50.69	53.21		778
1	ASSOC TRANSPORTATION ENGINEER		39.30	41.28	43.28	45.48	47.70		608
10	ASSOC CIVIL ENGINEER		39.30	41.28	43.28	45.48	47.70		606
OR	ASSIST CIVIL ENGINEER		33.86	35.60	37.43	39.24	41.19		602
1	ADMINISTRATIVE ANALYST II		36.96	38.77	40.66	42.72	44.86		724
OR	ADMINISTRATIVE ANALYST I		33.38	35.05	36.82	38.62	40.55		744
1	ASSISTANT TRANSPORTATION ENGR		33.86	35.60	37.43	39.24	41.19		615
1	SURVEYOR		31.96	33.54	35.21	36.96	38.82		612
6	CONSTRUCTION INSPECTOR		30.52	32.09	33.59	35.29	37.08		661
4	ENGINEERING TECHNICIAN		26.87	28.16	29.59	31.07	32.56		668
3	SENIOR SECRETARY		26.90	27.97	29.12	30.17	31.34		107
OR	SECRETARY		23.67	24.77	25.98	27.21	28.51		106
OR	ADMINISTRATIVE CLERK II		21.84	22.72	23.64	24.70	25.93		102
INDUSTRIAL PRETREATMENT -3106/-									
1	SR.WATER POLLUTION SOURCE CONT.INSP		33.80	35.56	37.34	39.11	41.09		680
3	WATER POLLUTION SOURCE CONT.INSP.		30.71	32.31	33.79	35.53	37.29		679
1	TECHNICAL INTERN	.50					15.00		908
RECYCLING-SOLID WASTE -4634/4634-									
1	SOLID WASTE MANAGER		41.02	43.05	45.25	47.48	49.84		727
1	RECYCLING SPECIALIST		28.78	30.20	31.69	33.30	34.95		636
1	SENIOR SECRETARY		26.90	27.97	29.12	30.17	31.34		107
OR	SECRETARY		23.67	24.77	25.98	27.21	28.51		106
OR	ADMINISTRATIVE CLERK II		21.84	22.72	23.64	24.70	25.93		102

Positions & Salaries Schedule FY 10 07-09-09

City of Hayward

Number of Positions	Class Title	P.T.	A	B	C	D	E	Job Code
WATER POLLUTION CNTL FACILITY								
-3100/3101,3103,3105-								
1	WATER POLLUTION CONTROL FAC.MGR.		52.64	55.24	58.05	60.90	64.00	759
1	WPCF OPERATIONS & MAINTENANCE MANAGER		47.56	49.93	52.41	55.04	57.79	717
1	UTILITIES ENGINEER		47.33	49.65	52.14	54.79	57.49	765
1	WPCF MAINTENANCE SUPERVISOR		42.87	45.05	47.28	49.65	52.12	719
1	WPCF OPERATIONS SUPERVISOR		42.87	45.05	47.28	49.65	52.12	718
1	LAB SUPERVISOR		42.62	44.75	46.98	49.35	51.85	702
1	ASSOC CIVIL ENGINEER		39.30	41.28	43.28	45.48	47.70	606
OR	ASSIST CIVIL ENGINEER		33.86	35.60	37.43	39.24	41.19	602
2	ELECTRICIAN II		37.63	39.13	40.67	42.39	44.15	329
OR	ELECTRICIAN I		34.22	35.63	37.05	38.61	40.16	328
6	WPCF LEAD OPERATOR		33.33	34.65	36.02	37.44	38.95	351
3	UTILITIES MAINTENANCE MECHANIC		31.14	32.35	33.62	34.97	36.38	325
6	WPCF OPERATOR		30.30	31.51	32.77	34.05	35.42	350
OR	OPERATOR-IN-TRAINING		27.73	28.84	30.04	31.06	32.27	347
3	LABORATORY TECHNICIAN		29.56	30.67	31.85	33.16	34.40	637
1	EQUIPMENT OPERATOR		27.30	28.30	29.42	30.62	31.86	361
1	SENIOR SECRETARY		26.90	27.97	29.12	30.17	31.34	107
OR	SECRETARY		23.67	24.77	25.98	27.21	28.51	106
OR	ADMINISTRATIVE CLERK II		21.84	22.72	23.64	24.70	25.93	102
1	MAINTENANCE WORKER		25.32	26.34	27.43	28.37	29.50	357
OR	LABORER		21.85	22.65	23.56	24.52	25.40	336
WATER POLLUTION SOURCE CONTROL								
-2900/-								
1	WATER POLLUTION CONTROL ADMIN		42.62	44.75	46.98	49.35	51.85	769
2	WATER POLLUTION SOURCE CONT.INSP.		30.71	32.31	33.79	35.53	37.29	679
1	SENIOR SECRETARY		26.90	27.97	29.12	30.17	31.34	107
OR	SECRETARY		23.67	24.77	25.98	27.21	28.51	106
OR	ADMINISTRATIVE CLERK II		21.84	22.72	23.64	24.70	25.93	102
WATER-DISTRIBUTION								
-3001/3044,3048,3049,3052-								
1	UTILITIES SUPERINTENDENT		57.84	60.75	63.79	67.01	70.40	735
1	UTILITIES OPERATIONS & MAINTENANCE MGR.		47.56	49.93	52.41	55.04	57.79	716
1	UTILITIES MAINTENANCE SUPERVISOR		42.87	45.05	47.28	49.65	52.12	766
1	ELECTRICIAN II		37.63	39.13	40.67	42.39	44.15	329
OR	ELECTRICIAN I		34.22	35.63	37.05	38.61	40.16	328
1	SENIOR UTILITY LEADER		33.99	35.36	36.76	38.35	39.87	377
1	SENIOR UTILITY CUSTOMER SERVICE LEADER		32.34	33.63	34.97	36.45	37.90	378
5	UTILITIES MAINTENANCE MECHANIC		31.14	32.35	33.62	34.97	36.38	325
3	UTILITY LEADER		29.87	31.06	32.35	33.48	34.77	374
1	ADMINISTRATIVE SECRETARY		29.46	30.66	31.87	33.06	34.37	108
1	CROSS CONNECTION CONTROL SPECIALIST		28.34	29.32	30.47	31.73	32.99	376
3	WATER METER MECHANIC		27.54	28.60	29.78	31.00	32.24	375
2	EQUIPMENT OPERATOR		27.30	28.30	29.42	30.62	31.86	361
14	UTILITY WORKER		27.15	28.23	29.39	30.42	31.61	372
OR	LABORER		21.85	22.65	23.56	24.52	25.40	336
2	UTILITIES SERVICE WORKER		27.15	28.23	29.39	30.42	31.61	368
1	SENIOR SECRETARY		26.90	27.97	29.12	30.17	31.34	107
OR	SECRETARY		23.67	24.77	25.98	27.21	28.51	106
OR	ADMINISTRATIVE CLERK II		21.84	22.72	23.64	24.70	25.93	102
1	STOREKEEPER - EXPEDITER		24.87	25.89	26.87	27.89	28.97	371

Positions & Salaries Schedule FY 10 07-09-09

City of Hayward

Number of Positions Class Title P.T. A B C D E Page 10 Job Code

2	WATER METER READER		24.62	25.59	26.63	27.61	28.70	369
1	WATER METER READER	.50	24.62	25.59	26.63	27.61	28.70	369
1	BACKFLOW/CROSS CONNECTION TESTER		23.82	24.95	26.12	27.38	28.69	370

**WATER-UTILITIES ADMINISTRATION
-3000/3061-**

1	DEPUTY DIRECTOR OF PUBLIC WORKS		57.44	60.31	63.37	66.54	69.88	1112
1	UTILITIES ENGINEER		47.33	49.65	52.14	54.79	57.49	765
1	ADMINISTRATIVE ANALYST III		41.02	43.05	45.25	47.48	49.84	723
1	ASSOC CIVIL ENGINEER		39.30	41.28	43.28	45.48	47.70	606
OR	ASSIST CIVIL ENGINEER		33.86	35.60	37.43	39.24	41.19	602
1	SENIOR UTILITY SERVICE REP.		30.95	32.49	34.04	35.78	37.53	373
1	SENIOR SECRETARY		26.90	27.97	29.12	30.17	31.34	107
OR	SECRETARY		23.67	24.77	25.98	27.21	28.51	106
OR	ADMINISTRATIVE CLERK II		21.84	22.72	23.64	24.70	25.93	102

TECHNOLOGY SERVICES DEPARTMENT

**TECHNOLOGY SERVICES PROGRAM
-3401/3401-**

1	TECH SERVICES DIRECTOR		61.57	64.65	67.88	71.27	74.83	1105
1	INFORMATION SYSTEMS MANAGER		48.71	51.12	53.65	56.34	59.12	772
1	DATA & SYSTEMS COORDINATOR		43.72	45.93	48.20	50.64	53.18	728
1	NETWORK SYSTEMS SPECIALIST		39.33	41.32	43.36	45.52	47.81	755
1	GEOGRAPHIC INFO SYSTEMS COORDINATOR		35.38	37.14	38.91	40.86	43.58	635
3	PROGRAMMER ANALYST		34.73	36.43	38.32	40.21	42.19	628
1	WEB SPECIALIST		34.23	35.95	37.74	39.62	41.59	634
4	NETWORK/MICROCOMPUTER SPECIALIST		31.52	33.10	34.75	36.47	38.33	630
1	SECRETARY (CONF)		24.91	26.03	27.36	28.64	29.94	413
1	DATA SYSTEMS OPERATOR		23.70	24.79	26.01	27.21	28.52	160
1	TECHNICAL ASSISTANT	.50					15.00	906

DRAFT
HAYWARD CITY COUNCIL

RESOLUTION NO. 09-

Jll
7-16-09

Introduced by Council Member _____

**RESOLUTION DESIGNATING POSITIONS OF
EMPLOYMENT IN THE CITY GOVERNMENT OF THE
CITY OF HAYWARD; PROVIDING FOR THEIR NUMBER
AND SALARY RANGE; AND SUPERSEDING RESOLUTION
NO. 08-114 AND ALL AMENDMENTS THERETO**

BE IT RESOLVED by the City Council of the City of Hayward, as follows:

Section 1. That a revised Positions and Salaries Schedule relating to the positions of employment in the City of Hayward, and the hourly rates of pay for those positions, is hereby set forth in Exhibit "A," attached hereto and made a part hereof. The positions enumerated under the columns headed "Number of Positions" and "Class Title" are hereby designated as the positions of employment in the City of Hayward, and the hourly rates of pay shown in the columns under the heading "Hourly Salary Range" are the salary rates or the maximum rates of pay for such positions.

Section 2. Salaries paid to occupants of said positions shall be administered in accordance with the Personnel Rules, Memoranda of Understanding, Side Letter Agreements and the Salary and Benefits Resolution for the Unrepresented Management Employees approved by the City Council and currently in effect.

Section 3. All class titles used herein refer to the specifications of the position classification plan adopted by the Personnel Board of the City of Hayward, or as set forth in the City Charter.

Section 4. The City Manager may approve in advance of an established effective date, payment to certain classifications in the Management Unit of all or a portion of a general salary increase previously approved by the City Council. Such advance payments shall be made only for those management classifications where the salary range is less than 10 percent above an immediately subordinate classification. The amount of advance payment approved by the City Manager shall not exceed the amount required to establish a 10 percent salary differential between the affected classifications. The City Manager shall advise the City Council and each bargaining unit in advance of any payments made pursuant to the provisions of this section.

