



# City of San Leandro

City Hall  
835 East 14th Street  
San Leandro, California

## Minutes

### Personnel Relations Board

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Thursday, March 27, 2025

6:00 PM

City Hall, Human Resources Conference Room  
(enter on East 14th Street)

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#### Special Meeting

#### 1. CALL TO ORDER ROLL CALL

*The meeting was called to order by Chair Heystek at 6:00 p.m.*

**Present:** 4 - Heystek, Huang, Altamirano, Cornelious  
**Absent:** 1- Krishnan

#### 2. ANNOUNCEMENTS

*There were no announcements.*

#### 3. CONSENT CALENDAR

*No items were scheduled.*

#### 4. CITY STAFF REPORTS AND ANNOUNCEMENTS

*There were no announcements.*

#### 5. PUBLIC COMMENTS

*There were no public comments.*

#### 6. PRESENTATIONS

*No items were scheduled.*

#### 7. ACTION ITEMS

##### 7.A. Adoption/Revision of Classifications

- c) Recreation Coordinator (new)
- d) Recreation Supervisor (revision)
- e) Tree Trimmer I/II (revision)
- f) Parks & Landscape Maintenance Supervisor (revision)

*Member Altamirano moved to approve the proposed classifications (agenda items 8A.c,d,e,f) as revised; Member Cornelious seconded. The motion passed by the following vote:*

**AYE: 4 – Heystek, Huang, Altamirano, Cornelious**

**Absent: 1- Krishnan**

- a) Payroll Specialist (revision)
- b) Senior Accountant (new)
- g) Administrative Assistant I/II (revision)
- h) Administrative Technician (revision of Administrative Specialist III)

*Member Altamirano moved to approve the classifications items 8A.a,b,g,h as revised; Vice Chair Huang seconded. The motion passed by the following vote:*

**AYE: 4 - Heystek, Huang, Altamirano, Cornelious**

**Absent: 1- Krishnan**

- i) Maintenance Worker I/II (revision of Facilities Maintenance Worker I/II, Street Maintenance Worker I/II)
- j) Mechanic I/II (revision of Equipment Mechanic)
- k) Traffic Control Technician I/II (revision of Electrician I/II)

*The Board agreed by consensus to table agenda items 8A.i,j,k to the next meeting. Staff was directed to further evaluate the Experience criteria for flexibly staffed positions to clarify the intent.*

## **8. BOARD REPORTS AND ANNOUNCEMENTS**

*Chair Heystek recognized the passing of Kent Myers, former City Council member and former Personnel Relations Board member with a moment of silence.*

## **9. ADJOURN**

*The meeting was adjourned by Chair Heystek at 6:58 p.m.*

RESPECTFULLY SUBMITTED:

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Emily Hung, Secretary

**MEETING ACCESSIBILITY**

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