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Title: Staff Report for a Resolution of the City Council for the City of San Leandro to Amend the Non-Represented Part-Time Salary Schedule to Comply with the City’s Minimum Wage Ordinance and to Amend the San Leandro City Employees’ Association (SLCEA) Salary Schedule to Reflect Revised Job Titles.

Sponsors: Jeff Kay

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Staff Report for a Resolution of the City Council for the City of San Leandro to Amend the Non-Represented Part-Time Salary Schedule to Comply with the City’s Minimum Wage Ordinance and to Amend the San Leandro City Employees’ Association (SLCEA) Salary Schedule to Reflect Revised Job Titles.

SUMMARY AND RECOMMENDATIONS

Staff recommends that the City Council adopt a resolution amending the San Leandro Non-Represented Part-Time and San Leandro City Employees’ Association (SLCEA) salary schedules. Revisions to the Non-Represented Part-Time salary schedule include increasing hourly rates to comply with the City’s Minimum Wage Ordinance and merging Recreation Leader I/II into Recreation Leader. Revisions to the SLCEA salary schedule involve various re-titles of classifications which include: Community Services Specialist to Code Enforcement Supervisor, Community Services Officer to Code Enforcement Officer, and Plant Electrician I/II to Plant Electrical and Instrumentation Technician I/II.

DISCUSSION

San Leandro Non-Represented Part-Time Salary Schedule

Per City Ordinance 2016-010, the minimum wage will increase to \$13.00 per hour effective July 1, 2018. The salary schedule has been adjusted to incorporate the increased hourly rate and to prevent compaction between classifications. Non-represented part-time employees are primarily seasonal or temporary staff employed in the City’s Recreation and Human Services Department and the Library Department.

The salary schedule also reflects the merging of the Recreation Leader I/II classification into one general Recreation Leader classification. Due to the evolution of recreation programs over the years, the distinction between Recreation Leader I and Recreation Leader II functions has diminished. This change will also lead to a more efficient employment process.

San Leandro City Employees' Association (SLCEA) Salary Schedule

The Community Services Specialist and Community Services Officer classifications were originally developed to include a wide variety of community standard issues. Upon the implementation of the City's Community Care initiative, both job classifications were revised to focus primarily on the enforcement of the City's Community Preservation Ordinance, Weed Ordinance, and Zoning Code. The revised job titles of Code Enforcement Supervisor and Code Enforcement Officer are more reflective of these responsibilities.

The Plant Electrician I/II specification was updated to reflect more field specific nomenclature. With the modernization of the Water Pollution Control Plant, the title of Plant Electrical and Instrumentation Technician I/II is more aligned with similar facilities and more clearly identifies the responsibilities of the position.

These title changes are consistent with the job descriptions approved by the Personnel Relations Board. Since the level of duties and responsibilities have not substantially changed, no adjustment to salary ranges are proposed.

Fiscal Impacts

There are no changes to the current salary ranges for the proposed job title changes. The funds for the minimum wage increase have been included in the Biennial budget.

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