



Legislation Text

File #: 21-037, **Version:** 1

Staff Report for a Resolution to Amend the San Leandro Management Organization Salary Schedule to Add the Financial Services Manager Classification and Remove the Deputy Finance Director and Budget and Compliance Manager Classifications

SUMMARY AND RECOMMENDATIONS

Staff recommends that the City Council adopt a resolution to amend the salary schedule for the San Leandro Management Organization to add the Financial Services Manager classification and Remove the Deputy Finance Director and Budget and Compliance Manager classifications.

BACKGROUND

The newly created Financial Services Manager would plan, organize, direct, and manage various working sections and daily activities within the Finance Department which include, but is not limited to the functions of accounting, budget development, payroll, accounts payable, accounts receivable, purchasing and/or risk management; and perform a broad range of organizational, systems and procedural analysis.

The Financial Services Manager classification would replace the classifications of the Deputy Finance Director and Budget and Compliance Manager. The new classification provides the department more flexibility in hiring a manager with multiple skill sets and reassigning responsibilities based on the needs of the department. A flexible job description is also more effective in attracting candidates with diverse skills and abilities. It can also provide a broader career development opportunity for employees prepared to assume new roles. Talent attraction and retention is the Finance Department's top priority.

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

Board/Commission Review and Actions

The Personnel Relations Board approved the new Financial Services Manager classification and elimination of the Deputy Finance Director and Budget and Compliance Manager classifications at its January 21, 2021 meeting.

Fiscal Impacts

The proposed changes will have no financial impact to the City's budget.

- The Financial Services Manager salary range is set at range 10 (\$119,568-\$145,308 annually)

on the SLMO salary schedule. The new position would be an upgrade to the budgeted Budget & Compliance Manager position, which would be an annual increase cost of \$10,311. However, there are sufficient funds in the Finance Department's budget to cover this cost.

- There are no employees in the Deputy Finance Director and Budget & Compliance Manager classifications.

ATTACHMENT

- Attached to Resolution:
 - San Leandro Management Organization Salary Schedule

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