



CITY COUNCIL STAFF REPORT

ITEM NO. 6.7

DATE: June 8, 2026

TO: Honorable Mayor and City Council

FROM: Kristen Hilton, Acting Administrative Services Director

SUBJECT: Resolution amending the City of Livermore Salary Plan dated June 2026, in accordance with California Code of Regulations, Title 2, Section 570.5 and authorizing a 1.0 FTE Landscape Maintenance Specialist and a 1.0 FTE Groundskeeper I/II (Limited Duration).

RECOMMENDED ACTION

Staff recommends the City Council adopt a resolution amending the City of Livermore Salary Plan to incorporate an increase to the City Attorney's salary effective May 4, 2026, retitle Library Assistant (Class Code 4221), to Library Assistant I, create a new classification of Library Assistant II (Class Code 4223), retitle Library Manager (Class Code 2205) to Library Services Manager, create a new classification of Public Works Environmental Health and Occupational Safety Programs Manager (Class Code 2500), and adding two new positions to the FY 2026-27 budget, 1.0 FTE Groundskeeper I/II (Limited Duration), and 1.0 FTE Landscape Maintenance Specialist.

SUMMARY

Staff recommends the following changes to the City of Livermore Salary Plan:

1. Incorporate an increase to the City Attorney's salary effective May 4, 2026, and
2. Retitle Library Assistant (Class Code 4221), to Library Assistant I; and create a new classification of Library Assistant II (Class Code 4223); and
3. Retitle Library Manager (Class Code 2205) to Library Services Manager; and
4. Create a new classification of Public Works Environmental Health and Occupational Safety Programs Manager (Class Code 2500).

In addition, authorize the addition of a 1.0 FTE Landscape Maintenance Specialist, and a 1.0 FTE Groundskeeper I/II (Limited Duration) in the FY 2026-27 budget.

DISCUSSION

1. On April 27, 2026, the City Council approved an amendment to the City Attorney's employment contract providing a 6% increase effective May 4, 2026.
2. To support the need for greater staffing flexibility within the Library Assistant classification, the existing Library Assistant classification (Class Code 4221), will be retitled to Library Assistant I, and a new Library

Assistant II (Class Code 4223) classification will be created to establish a flexibly staffed series. Based on a compensation study and internal alignment, it is recommended that the Library Assistant II classification be established at a salary range 5% above the Library Assistant I classification.

3. The Library is requesting to retitle the Library Manager classification (Class Code 2205) to Library Services Manager to more closely align with industry naming conventions and standards.

4. The Public Works Environmental Health and Occupational Safety Programs Manager (Class Code 2500) is being created to support Public Works' ongoing commitment to workplace safety, regulatory compliances, and emergency preparedness. This position will oversee and administer safety and training programs specific to Public Works operations to ensure compliance with federal, state, and local regulations, while coordinating employee safety trainings and preparedness efforts.

5. The addition of a 1.0 FTE Groundskeeper I/II (Limited Duration), and 1.0 FTE Landscape Maintenance Specialist is being requested to support increased workload demands and maintain service levels. The Groundskeeper I/II (Limited Duration) would be through June 30, 2028. These positions will enhance the department's ability to effectively perform ongoing services while supporting operational efficiency and timely service delivery.

FISCAL AND ADMINISTRATIVE IMPACTS

The fiscal impact of the 6% increase to the City Attorney salary is outlined in staff report on April 27, 2026.

No additional positions are being added as a part of the creation of the Library Assistant II and Public Works Environmental Health and Occupational Safety Programs Manager classifications. Funding for these positions will be supported through the reallocation of existing authorized positions.

The fiscal impact of adding the new 1.0 FTE Groundskeeper I/II (Limited Duration), and 1.0 FTE Landscape Maintenance Specialist is approximately \$288,000. These positions will be funded 100% through assessment district funds.

COMMUNITY PILLAR

5: A City that Works

GOAL

8: Attract, develop, engage, and retain a diverse and highly skilled workforce across the organization.

ATTACHMENTS

[1. Resolution](#)

[2. Exhibit A - Salary Plan Dated June 2026](#)

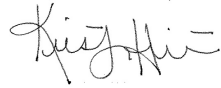
Prepared by: Kristen Hilton
Acting Administrative Services Director

Approved by:



Marianna A. Burch
City Manager

Fiscal Review by:



Kristen Hilton
Acting Administrative Services Director