



# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Jennifer Schembri

**SUBJECT:** See Below

**DATE:** December 5, 2024

Approved

Date:

12/10/24

**COUNCIL DISTRICT:** Citywide

**SUBJECT:** Terms of a Side Letter Agreement Between the City of San José and the Municipal Employees' Federation and Amending the City of San José Pay Plan

## **REASON FOR ADDENDUM**

The Administration requests that the City Council approve this item during the City Council meeting on December 17, 2024, to ensure the timely processing of special salary adjustments agreed to by the City and the Municipal Employees' Federation, AFSCME, Local 101.

## **RECOMMENDATION**

Adopt a resolution:

- (a) Approving the terms of a Side Letter Agreement with the Municipal Employees' Federation, AFSCME, Local 101 (MEF) to provide the following effective December 22, 2024:
  - (1) Provide employees in the Crime and Intelligence Analyst FT/PT classifications with an approximate 10.00% pensionable base pay increase consistent with the Side Letter Agreement that has been signed by all parties;
  - (2) Provide employees in the Senior Crime and Intelligence Analyst classification with an approximate 7.75% pensionable base pay increase consistent with the Side Letter Agreement that has been signed by all parties;
  - (3) Provide employees in the Crime Prevention Specialist FT/PT classifications with an approximate 6.00% pensionable base pay increase consistent with the Side Letter Agreement that has been signed by all parties;

- (4) Provide employees in the Crime Prevention Supervisor classification with an approximate 1.25% pensionable base pay increase consistent with the Side Letter Agreement that has been signed by all parties;
- (5) Provide employees in the Hazardous Materials Inspector I classification with an approximate 1.60% pensionable base pay increase consistent with the Side Letter Agreement that has been signed by all parties;
- (6) Provide employees in the Hazardous Materials Inspector II classification with an approximate 1.60% pensionable base pay increase consistent with the Side Letter Agreement that has been signed by all parties;
- (7) Provide employees in the Police Property Specialist I classification with an approximate 4.25% pensionable base pay increase consistent with the Side Letter Agreement that has been signed by all parties;
- (8) Provide employees in the Police Property Specialist II classification with an approximate 16.00% pensionable base pay increase consistent with the Side Letter Agreement that has been signed by all parties; and
- (9) Provide employees in the Urban Forestry Inspector I classification with an approximate 16.00% pensionable base pay increase consistent with the Side Letter Agreement that has been signed by all parties.

(b) Amending the City of San José Pay Plan effective December 22, 2024 as follows;

- (1) Retitle the Arborist Technician (3406) classification to Urban Forestry Inspector I (3406).
- (2) Create the following classification:
  - i. Urban Forestry Inspector II (3407) with a salary range of \$90,084.80 – \$109,366.40.
- (3) Delete the following classifications:
  - i. Groundskeeper FT/PT (3410 / 3409);
  - ii. Groundswoker (3411); and
  - iii. Street Sweeper Operator (3342).
- (4) Increase the pensionable salary range of the classifications of Crime and Intelligence Analyst FT/PT (1187 / 1188) to \$88,816.00 – \$108,014.40 annually;
- (5) Increase the pensionable salary range of the classification of Senior Crime and Intelligence Analyst (1186) to \$102,294.40 – \$124,217.60 annually;
- (6) Increase the pensionable salary range of the classification of Crime Prevention Specialist FT/PT (2231 / 2232) to \$81,411.20 – \$98,924.80 annually;
- (7) Increase the pensionable salary range of the classification of Crime Prevention Supervisor (2234) to \$93,620.80 – \$113,776.00 annually;
- (8) Increase the pensionable salary range of the classification of Police Property Specialist I (1521) to \$61,193.60 – \$74,464.00 annually;

- (9) Increase the pensionable salary range of the classification of Police Property Specialist II (1522) to \$71,156.80 – \$86,424.00 annually;
- (10) Increase the pensionable salary range of the classification of Urban Forestry Inspector I (3406) to \$81,785.60 – \$99,320.00 annually;
- (11) Increase the pensionable salary range of the classification of Senior Urban Forestry Inspector (3422) to \$98,820.80 – \$120,369.60 annually;
- (12) Increase the pensionable salary range of the classification of Hazardous Materials Inspector I (2321) to \$103,480.00 – \$125,715.20 annually; and
- (13) Increase the pensionable salary range of the classification of Hazardous Materials Inspector II (2322) to \$114,088.00 – \$138,611.20 annually.

### **SUMMARY AND OUTCOME**

Adoption of the resolution will approve a Side Letter Agreement between the City and MEF (**Attachment A**) to provide the following pensionable pay increases to employees in the classifications listed below.

<b>Classification</b>	<b>Union</b>	<b>Pensionable Increase</b>
Crime and Intelligence Analyst FT/PT (1187 / 1188)	MEF	10.00%
Senior Crime and Intelligence Analyst (1186)	MEF	7.75%
Crime Prevention Specialist FT/PT (2231 / 2232)	MEF	6.00%
Crime Prevention Supervisor (2234)	MEF	1.25%
Hazardous Materials Inspector I (2321)	MEF	1.60%
Hazardous Materials Inspector II (2322)	MEF	1.60%
Police Property Specialist I (1521)	MEF	4.25%
Police Property Specialist II (1522)	MEF	16.00%
Urban Forestry Inspector I (3406) (formerly Arborist Technician)	MEF	16.00%

Adoption of the resolution will also create the Urban Forestry Inspector II classification (**Attachment B**).

The City's Pay Plan will be amended to change the salary ranges for the classifications noted above in accordance with the terms of the Side Letter Agreement. Adoption of the resolution will also retitle the Arborist Technician classification to Urban Forestry Inspector I.

## **BACKGROUND**

### *Crime and Intelligence Analyst, Crime Prevention Specialist, and Police Property Specialist*

On August 15, 2023, the City and MEF entered into a Side Letter Agreement that provided the City would conduct a review of the classification specifications for various classifications, including but not limited to, the Crime and Intelligence Analyst, Crime Prevention Specialist, and Police Property Specialist classifications. This Side Letter Agreement indicated that, once any recommended classification specification revisions were completed, the City would conduct salary surveys for these classifications and discuss the results with MEF. Pursuant to this agreement, the City conducted surveys for these classifications and gathered vacancy, recruitment, and turnover data related to these classifications and discussed these findings with MEF. Because of vacancy and/or recruitment and retention issues within the classifications listed in this memorandum and the salary ranges of these classifications being found to be under the market average of the City's salary surveys, the City and MEF subsequently reached a new Side Letter Agreement to provide the following special pensionable wage increases to bring these classifications closer to the market average.

<b>Classification</b>	<b>Pensionable Wage Increase</b>
Crime and Intelligence Analyst FT/PT (1187 / 1188)	10.00%
Senior Crime and Intelligence Analyst (1186)	7.75%
Crime Prevention Specialist FT/PT (2231 / 2232)	6.00%
Crime Prevention Supervisor (2234)	1.25%
Police Property Specialist I (1521)	4.25%
Police Property Specialist II (1522)	16.00%

### *Hazardous Materials Inspector Series*

The Fire Department has experienced long standing vacancies within the Hazardous Materials Inspector I/II classifications. Because of the vacancy issues, the City conducted salary surveys for these classifications that found the classifications were slightly below the market average. The City and MEF discussed these findings and, as part of the aforementioned Side Letter Agreement, reached an agreement to provide these classifications with a 1.60% special pensionable wage increase to bring these classifications to the market average.

### *Arborist Series*

To address recruitment and retention challenges within the Arborist series, the Department of Transportation and Human Resources Department recommend the following changes to the classification structure.

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<b>Current Classification</b>	<b>Recommended Change</b>
Arborist Technician	Retitle to Urban Forestry Inspector I
	Create Urban Forestry Inspector II classification

As noted in the table above, the recommendation converts the current Arborist Technician into the flexibly staffed Urban Forestry Inspector I/II classifications. Along with the restructuring of the classification series, MEF and the City have agreed to the following special pensionable salary adjustment increase.

<b>Classification</b>	<b>Adjustment</b>
Urban Forestry Inspector I	16.00%

This recommendation would create the Urban Forestry Inspector II classification at approximately the market average and align the rate of pay for the Urban Forestry Inspector I to avoid salary compaction. The City is still in discussions with the Association of Supervisory Maintenance Personnel, IFPTE, Local 21, and the City Association of Management Personnel, IFPTE, Local 21, regarding additional changes to the Arborist series for classifications that these units represent and will bring any agreed upon changes to the City Council in the future.

*Deletion of Classifications*

On May 21, 2024, the City Council approved the terms of a successor Memorandum of Agreement with the International Union of Operating Engineers, Local No. 3 (OE#3) for the term of June 30, 2024 through June 30, 2027. As part of this agreement, the Groundskeeper FT/PT (3410 / 3409) and Groundswoker (3411) classifications were combined into the Maintenance Worker I (3113 / 3112) classification due to a significant overlap in duties. Similarly, the Street Sweeper Operator (3342) classification was combined with the Maintenance Worker II (3114) classification. Due to these class consolidations, the Groundskeeper FT/PT, Groundswoker, and Street Sweeper Operator classifications will be deleted from the City's Pay Plan.

**ANALYSIS**

The following is a summary of the key provisions contained in the Side Letter Agreement included with this memorandum with MEF.

<b>Crime and Intelligence Analyst FT/PT</b>	Effective the first pay period after the agreement has been signed by all parties and has been approved by the City Council in open session, employees in the Crime and Intelligence Analyst FT/PT (1187 / 1188) classifications shall
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<b>Base Pay Increase</b>	receive a pensionable base pay increase in the amount of 10.00%. This will result in an increase to the top and bottom of the pensionable salary range in the Pay Plan for the Crime and Intelligence Analyst FT/PT (1187 / 1188) classifications.
<b>Senior Crime and Intelligence Analyst Base Pay Increase</b>	Effective the first pay period after the agreement has been signed by all parties and has been approved by the City Council in open session, employees in the Senior Crime and Intelligence Analyst (1186) classification shall receive a pensionable base pay increase in the amount of 7.75%. This will result in an increase to the top and bottom of the pensionable salary range in the Pay Plan for the Senior Crime and Intelligence Analyst (1186) classification.
<b>Crime Prevention Specialist FT/PT Base Pay Increase</b>	Effective the first pay period after the agreement has been signed by all parties and has been approved by the City Council in open session, employees in the Crime Prevention Specialist FT/PT (2231 / 2232) classification shall receive a pensionable base pay increase in the amount of 6.00%. This will result in an increase to the top and bottom of the pensionable salary range in the Pay Plan for the Crime Prevention Specialist FT/PT (2231 / 2232) classification.
<b>Crime Prevention Supervisor Base Pay Increase</b>	Effective the first pay period after the agreement has been signed by all parties and has been approved by the City Council in open session, employees in the Crime Prevention Supervisor (2234) classification shall receive a pensionable base pay increase in the amount of 1.25%. This will result in an increase to the top and bottom of the pensionable salary range in the Pay Plan for the Crime Prevention Supervisor (2234) classification.
<b>Police Property Specialist I Base Pay Increase</b>	Effective the first pay period after the agreement has been signed by all parties and has been approved by the City Council in open session, employees in the Police Property Specialist I (1521) classification shall receive a pensionable base pay increase in the amount of 4.25%. This will result in an increase to the top and bottom of the pensionable salary range in the Pay Plan for the Police Property Specialist I (1521) classification.

<b>Police Property Specialist II Base Pay Increase</b>	Effective the first pay period after the agreement has been signed by all parties and has been approved by the City Council in open session, employees in the Police Property Specialist II (1522) classification shall receive a pensionable base pay increase in the amount of 16.00%. This will result in an increase to the top and bottom of the pensionable salary range in the Pay Plan for the Police Property Specialist II (1522) classification.
<b>Urban Forestry Inspector I Base Pay Increase Urban Forestry Inspector I Base Pay Increase (Continued)</b>	Effective the first pay period after the agreement has been signed by all parties and has been approved by the City Council in open session, employees in the Urban Forestry Inspector I (3406) classification shall receive a pensionable base pay increase in the amount of 16.00%. This will result in an increase to the top and bottom of the pensionable salary range in the Pay Plan for the Urban Forestry Inspector I (3406) classification.
<b>New Classification – Urban Forestry Inspector II</b>	Effective the first pay period after the agreement has been signed by all parties and has been approved by the City Council in open session, a new classification of Urban Forestry Inspector II will be created.
<b>Hazardous Materials Inspector I Base Pay Increase</b>	Effective the first pay period after the agreement has been signed by all parties and has been approved by the City Council in open session, employees in the Hazardous Materials Inspector I (2321) classification shall receive a pensionable base pay increase in the amount of 1.60%. This will result in an increase to the top and bottom of the pensionable salary range in the Pay Plan for the Hazardous Materials Inspector I (2321) classification.
<b>Hazardous Materials Inspector II Base Pay Increase</b>	Effective the first pay period after the agreement has been signed by all parties and has been approved by the City Council in open session, employees in the Hazardous Materials Inspector II (2322) classification shall receive a pensionable base pay increase in the amount of 1.60%. This will result in an increase to the top and bottom of the pensionable salary range in the Pay Plan for the Hazardous Materials Inspector II (2322) classification.

### **EVALUATION AND FOLLOW-UP**

No further follow-up with the City Council related to this action is anticipated at this time.

### **COST SUMMARY/IMPLICATIONS**

The additional ongoing costs related to the recommended pensionable special wage increases for the Crime and Intelligence Analyst FT/PT (1187 / 1188), Senior Crime and Intelligence Analyst (1186), Crime Prevention Specialist FT/PT (2231 / 2232), Crime Prevention Supervisor (2234), Police Property Specialist I (1521), Police Property Specialist II (1522), Urban Forestry Inspector I (3406), Hazardous Materials Inspector I (2321), and Hazardous Materials Inspector II (2322) classifications, along with the creation of the Urban Forestry Inspector II classification are approximately \$523,000, of which approximately \$419,000 is in the General Fund. The General Fund component spends from the remaining amount of approximately \$440,000 from the original \$800,000 previously set aside for special salary adjustments on an ongoing basis in the 2025-2029 Five-Year Forecast released March 1, 2024.

With City Council approval of the recommended actions, these increased costs will also be factored into the development of the 2025-2026 Base Budget. It is anticipated that the Police Department, Fire Department, Department of Transportation, and Department of Parks, Recreation and Neighborhood Services will absorb the respective increased costs within their existing budget for the remainder of 2024-2025. If necessary, the Administration will bring forward any increases to the existing appropriations in 2024-2025 as part of a future budget process.

### **COORDINATION**

This memorandum was coordinated with the City Attorney's Office, the City Manager's Budget Office, the City Manager's Office of Employee Relations, and Human Resources Department.

### **PUBLIC OUTREACH**

This memorandum will be posted on the City's Council Agenda website for the December 17, 2024 City Council meeting.



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### **COMMISSION RECOMMENDATION AND INPUT**

Revisions to the City's Pay Plan for classified positions are reported to the Civil Service Commission for filing at the first regularly scheduled meeting following City Council action.

### **CEQA**

Not a Project, File No. PP17-010, General Procedure and Policy Making resulting in no changes to the physical environment.

### **PUBLIC SUBSIDY REPORTING**

This item does not include a public subsidy as defined in section 53083 or 53083.1 of the California Government Code or the City's Open Government Resolution.



Jennifer Schembri  
Deputy City Manager

The principal author of this memorandum is Bill Gold, Assistant to the City Manager, City Manager's Office of Employee Relations. For questions, please contact Jennifer Schembri at (408) 535-8150.

### **ATTACHMENTS**

Attachment A – MEF Side Letter Agreement – Base Pay Increases and Structure Changes for Specific Classifications

Attachment B – Urban Forestry Inspector Class Specification

## SIDE LETTER AGREEMENT


BETWEEN  
THE CITY OF SAN JOSE  
AND  
THE MUNICIPAL EMPLOYEES' FEDERATION, AFSCME, LOCAL 101 (MEF)

### BASE PAY INCREASES AND STRUCTURE CHANGES FOR SPECIFIC CLASSIFICATIONS

In recognition of vacancy, recruitment, retention, and/or salary compaction issues within the classification series, below, effective the first full pay period after this agreement is signed by all parties below and approved by City Council in open session, employees in the classifications listed below shall receive the following special pensionable base pay increase:

Classification	Approx. Pensionable Increase
Crime and Intelligence Analyst FT/PT (1187 / 1188)	10.00%
Senior Crime and Intelligence Analyst (1186)	7.75%
Crime Prevention Specialist FT/PT (2231 / 2232)	6.00%
Crime Prevention Supervisor (2234)	1.25%
Hazardous Materials Inspector I (2321)	1.60%
Hazardous Materials Inspector II (2322)	1.60%
Police Property Specialist I (1521)	4.25%
Police Property Specialist II (1522)	16.00%

Additionally, in recognition of vacancy, recruitment, and retention issues within the classification series, below, effective the first full pay period after this agreement is signed by all parties below and approved by City Council in open session, the City and MEF agree to the following classification structure changes:


Current Classification		New Classification Structure	Notes
Arborist Technician (3406)		Urban Forestry Inspector I (3406)	Approximately 16.00% special wage adjustment
		Urban Forestry Inspector II (New Job Code)	New classification with a top step approximately 10% above the top step of Urban Forestry Inspector I

This will result in an increase to the top and bottom of the salary range of employees in the classifications noted above.

This side letter agreement shall become effective on the first full pay period after this agreement has been signed by all parties below and approved by the City Council in open session and will


resolve the side letter agreement between the City and MEF titled Salary Surveys, dated August 15, 2023.

**For Employer:**  
**City of San Jose**

  
\_\_\_\_\_  
Elsa Cordova  
Deputy Director of Employee Relations

11/14/24  
\_\_\_\_\_  
Date

**For Union:**  
**MEF**

  
\_\_\_\_\_  
Nick Rovetto  
President, MEF

11/14/24  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
John Tucker  
Union Representative, AFSCME, Local 101

11/14/24  
\_\_\_\_\_  
Date

**City of San José**  
**CLASS SPECIFICATION**

**Title: Urban Forestry Inspector I/II (3406/XXXX)**

DEPARTMENT	ACCOUNTABLE TO	FLSA STATUS
DOT, PRNS	Senior Urban Forestry Inspector	Non-exempt

### CLASS SUMMARY

Under immediate supervision (Urban Forestry Inspector I) or general supervision (Urban Forestry Inspector II), performs office and field activities of routine difficulty including data collection and inspection of tree work for compliance with industry and City standards; issues permits for tree planting, tree pruning and tree removal; performs customer service activities related to inspection, outreach and education on applicable urban forestry processes, procedures, guidelines, policies and laws; and responds to tree-related emergencies. Performs related work as required.

### DISTINGUISHING CHARACTERISTICS

*Urban Forestry Inspector I:* This is the entry level class in the Urban Forestry classification series. Initially under close supervision, incumbents with basic arborist or forestry experience learn City tree inspection policy, practices, and procedures. Positions at this level are governed by established procedures that need to be learned, are not expected to function with the same amount of knowledge or skill level as positions allocated to the Urban Forestry Inspector II level, and usually exercise less independent discretion and judgment in matters related to work procedures and methods. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise. As experience is gained, assignments become more varied and are performed with greater independence.

*Urban Forestry Inspector II:* This is the journey level class in the Urban Forestry classification series responsible for performing the full range of tree inspection, tree care, data collection, and customer service duties in compliance with industry and City standards. Incumbents are expected to work independently and exercise judgment and initiative. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit. This class is distinguished from the Senior Urban Forestry Inspector in that the latter is the full supervisory classification with responsibilities for the supervision and evaluation of assigned staff.

### QUALIFICATIONS

#### Minimum Qualifications

#### **Education and Experience**

#### **Urban Forestry Inspector I:**

Completion of high school or equivalent (GED Test or California Proficiency Certificate) and two (2) years of experience in tree maintenance and/or planting activities related to a public street tree or landscape maintenance program.

#### **Urban Forestry Inspector II:**

Completion of high school or equivalent (GED Test or California Proficiency Certificate) and two (2) years of experience inspecting trees to determine hazardous conditions or trimming needs.

#### **Acceptable Substitution**

Completion of college coursework in landscape architecture, horticulture, forestry, environmental science or related field, may be substituted for up to one (1) year of the required experience.

**City of San José**  
**CLASS SPECIFICATION**

**Title: Urban Forestry Inspector I/II (3406/XXXX)**

**Required Licensing (such as driver's license, certifications, etc.)**

- Possession of, or ability to obtain by time of appointment, a valid California driver's license.

**Other Qualifications**

**(Incumbents may be required to have different combinations of the listed qualifications, or more specific job-related qualifications depending on the position.)**

**Basic Competencies**

**(Needed at entry into the job in order to perform the essential duties.)**

- Job Expertise – Demonstrates knowledge of and experience with applicable professional/technical principles and practices, Citywide and departmental procedures/policies and federal and state rules and regulations.
- Communication Skills - Effectively conveys information and expresses thoughts and facts clearly, orally and in writing; demonstrates effective use of listening skills and displays openness to other people's ideas and thoughts.
- Computer Skills - Experienced with common business computer applications including but not limited to: MS Outlook, MS Word, MS PowerPoint, MS Access, and MS Excel.
- Customer Service - Demonstrates the ability to anticipate customers' needs and deliver services effectively and efficiently using professional demeanor.
- Flexibility - Makes effective decisions and achieves desired results in the midst of major changes in responsibilities, work processes, timeframes, performance expectations, organizational culture, or work environment.
- Multi-Tasking - Can handle multiple projects and responsibilities simultaneously; has handled a wide variety of assignments in past and/or current position.
- Problem Solving - Approaches a situation or problem by defining the problem or issue; determines the significance of problem; collects information; uses logic and intuition to arrive at decisions or solutions to problems that achieve the desired outcome.
- Reliability – Completes quality work assignments in a timely and efficient manner; fulfills responsibilities and maintains confidentiality as appropriate.
- Teamwork and Interpersonal Skills - Develops effective relationships with co-workers and supervisors by helping others accomplish tasks and using collaboration and conflict resolution skills.

**Additional Competencies and/or Desirable Qualifications**

**(Competencies, knowledge, skills and abilities that are more position specific and/or likely to contribute to more successful job performance.)**

**City of San José**  
**CLASS SPECIFICATION**

**Title: Urban Forestry Inspector I/II (3406/XXXX)**

Licenses:

- International Society of Arboriculture (ISA) Certified Arborist
- International Society of Arboriculture (ISA) Tree Risk Assessment Qualification

<b>DUTY NO.</b>	<b>TYPICAL CLASS ESSENTIAL DUTIES:</b> (These duties and estimated frequency are a representative sample; position assignments may vary depending on the business needs of the department.) Duties may include, but are not limited to, the following:	<b>FREQUENCY*</b>
1.	Performs field inspections in response to reports of hazardous, insect-infested and disease-ridden, and dead trees; evaluates problems, determines tree ownership and issues notifications of abatement requirements to property owners.	Daily/Several Times
2.	Prepares and distributes work order requests for tree maintenance/removal by outside contractors; observes work in progress to ensure compliance with specifications and quality standards; resolves work problems; determines additional needs; assembles and verifies data to confirm completion in compliance with contract specifications.	Daily
3.	Enters data in computerized tree inventory and management systems; generates maps, reports, and notices related to tree inspection and maintenance activities for both internal and external customers.	Daily
4.	Performs a variety of customer service activities related to inspection, outreach and education on applicable urban forestry processes, procedures, guidelines, policies and laws.	Daily
5.	Investigates reports of illegal tree endangerment, destruction or removal; issues written notification of violation and abatement requirements to alleged violators and/or property owners.	Weekly
6.	Coordinates with pavement crews to perform tree root inspections during sidewalk or pavement repairs to determine appropriate action to maintain tree health.	Weekly
7.	Performs final inspections on pruning, tree removals, and tree plantings to confirm work performed in compliance with industry and City standards.	Weekly
8.	Assists with tree planting projects and events, including working with volunteers and community partners to provide instruction on tree planting procedures.	As Required
9.	Responds to tree emergencies; coordinates with emergency tree crews and public safety personnel to mitigate immediate hazard and provide adequate public traffic control; issues notifications to property owners when appropriate.	As Required
10.	May perform minor tree maintenance, such as light pruning or limb removal, to support newly planted trees and/or address tree emergencies.	As Required
11.	Performs other related work as required.	As Required

\*Frequency defined as Daily/Several Times, Daily, Weekly, Intermittent, or As Required

**PHYSICAL/ENVIRONMENTAL ELEMENTS**

The following is a general statement for the classification. Individual positions may have additional or different physical/environmental elements.

	Climbing	X	Kneeling		Crawling
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City of San José  
**CLASS SPECIFICATION**

**Title: Urban Forestry Inspector I/II (3406/XXXX)**

	Balancing	X	Lifting	X	Reaching
X	Stooping	X	Fingering	X	Standing
X	Talking	X	Grasping	X	Walking
X	Hearing	X	Feeling	X	Pushing
	Crouching				

\_\_\_ *Sedentary Work*: Exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.

\_\_\_ *Light Work*: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work and the worker sits most of the time, the job is rated for Light Work.

\_\_X\_\_ *Medium Work*: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

\_\_\_ *Heavy Work*: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

\_\_\_ *Very Heavy Work*: Exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects.

**CLASSIFICATION HISTORY** Created 10/01, Rev. 10/20, Rev. & Ret. XX/24 (formerly Arborist Technician); document title [HR Completes]