

**CITY OF OAKLAND
AGENDA REPORT**

FILED
OFFICE OF THE CITY CLERK
OAKLAND
2005 JUN 28 PM 3:16

TO: Office of the City Administrator
ATTN: Deborah A. Edgerly
FROM: Finance and Management Agency
DATE: July 12, 2005
RE: AN ORDINANCE AMENDING THE SALARY SCHEDULE OF ORDINANCE
NO. 12187 C.M.S. (THE SALARY ORDINANCE) TO ADD THE
CLASSIFICATION OF DIRECTOR OF ANIMAL SERVICES

SUMMARY

Ordinance No. 12187 C.M.S. establishes salaries and other terms and conditions of City employment, including the classifications of positions of employment. Amendments to the Ordinance, including changes to the salary schedule, are required periodically to keep the Salary Ordinance current. At its meeting on June 7, 2005, the City Council approved a resolution to recommend exemption of the proposed new classification of Director of Animal Services to the Civil Service Board. On June 16, 2005, the Civil Service Board adopted the new classification and approved the Council's recommendation for exemption of the classification from Civil Service. An Ordinance has been prepared for consideration by the City Council amending the Salary Schedule of Ordinance No. 12187 C.M.S. to add the classification of Director of Animal Services.

FISCAL IMPACTS

The proposed annual salary range of \$93,144 - \$114,372 (pay grade 19) is consistent with the recent salary study completed by staff and presented to the City Council. The salary range includes the four percent salary increase for unrepresented employees effective July 2, 2005.

The Oakland Police Department and the Budget Office anticipated this classification change and have already made the appropriate adjustments in the FY 05-07 proposed budget to account for the proposed new classification and salary. Once the City Administrator identifies the best placement for the Animal Shelter organizationally, funding will be placed in the proper Agency budget.

BACKGROUND

At its meeting on June 7, 2005, the City Council approved a resolution to recommend exemption of the proposed new classification of Director of Animal Services to the Civil Service Board. On June 16, 2005, the Civil Service Board adopted the new classification and approved the Council's recommendation for exemption of the classification from Civil Service.

Item # _____
Finance and Management Committee
July 12, 2005

Re: Ordinance Amendment to add the classification of Director of Animal Services

An Ordinance has been prepared for consideration by the City Council amending the Salary Schedule of Ordinance No. 12187 C.M.S. to add the classification of Director of Animal Services. Although the proposed ordinance adds a new job classification, the addition is necessary to best describe the increased responsibility level for the position expected by City management, the City Council, and the community.

KEY ISSUES AND IMPACTS

The organizational placement and reporting relationship of the Director of Animal Services position is currently under review by the City Administrator. However, staff was directed by the Council to move forward with establishing this classification with increased duties and responsibilities and to begin recruitment activities as soon as possible. Approval of this amendment to the Salary Schedule would establish an appropriate salary level for the new classification as approved by the Civil Service Board. It would also allow for the completion of the recruitment activities and the hiring of a Director of Animal Services as previously directed by the City Council.

SUSTAINABLE OPPORTUNITIES

None.

DISABILITY AND SENIOR CITIZEN ACCESS

None.

RECOMMENDATION AND RATIONALE

Staff recommends approval of the Ordinance amending the salary schedule to add the classification of Director of Animal Services.

ACTION REQUESTED OF THE CITY COUNCIL

Staff requests that the City Council approve the Ordinance amending the salary schedule to add the classification of Director of Animal Services.

Respectfully submitted,

Angie D. Jaynes
for **William E. Noland,**
Director, Finance & Management Agency

Reviewed by:

Marcia L. Meyers, Director
Office of Personnel Resource Management

Prepared by:

Daryl B. Look, Principal HR Analyst
Office of Personnel Resource Management

APPROVED AND FORWARDED TO THE
FINANCE AND MANAGEMENT COMMITTEE:

Muelo
OFFICE OF THE CITY ADMINISTRATOR

FILED
OFFICE OF THE CITY CLERK
OAKLAND

APPROVED AS TO FORM AND LEGALITY
Grady Collins
CITY ATTORNEY

INTRODUCED BY COUNCILMEMBER _____

2005 JUN 28 PM 3:16

ORDINANCE NO. _____ C.M.S.

AN ORDINANCE AMENDING THE SALARY SCHEDULE OF ORDINANCE NO. 12187 C.M.S. (THE SALARY ORDINANCE) TO ADD THE CLASSIFICATION OF DIRECTOR OF ANIMAL SERVICES

SECTION 1. Effective date of passage, the classification of Director of Animal Services is hereby added in Ordinance No. 12187 C.M.S. in the Unit U31 Pay Grade Table to read as follows:

<u>Classification Name</u>	<u>Class No.</u>	<u>Paygrade</u>
Director of Animal Services	EM230	19

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 20____

PASSED BY THE FOLLOWING VOTE:

AYES- BROOKS, BRUNNER, CHANG, KERNIGHAN, NADEL, QUAN, REID, and PRESIDENT DE LA FUENTE

NOES-

ABSENT-

ABSTENTION-

ATTEST: _____

LaTonda Simmons
City Clerk and Clerk of the Council
of the City of Oakland, California

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FILED
OFFICE OF THE CITY CLERK
2005 JUN 28 11 30 AM

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ANIMAL SERVICES

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