

**CITY OF OAKLAND  
COUNCIL AGENDA REPORT**

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND  
2004 OCT 14 PM 1:13

TO: Office of the City Administrator  
ATTN: Deborah Edgerly  
FROM: Finance and Management Agency  
DATE: October 26, 2004  
RE: AN ORDINANCE AMENDING THE SALARY SCHEDULE OF ORDINANCE NO. 12187 C.M.S. (THE SALARY ORDINANCE) TO ADD THE PERMANENT PART-TIME EQUIVALENT CLASSIFICATION OF SYSTEMS ANALYST II, PPT, AND TO AMEND THE CLASSIFICATIONS OF FIRE COMMUNICATIONS DISPATCHER, SENIOR; FIRE COMMUNICATIONS SUPERVISOR; FIRE SUPPRESSION DISTRICT INSPECTOR; AND PUBLIC WORKS OPERATIONS MANAGER

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**SUMMARY**

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 permanent part-time equivalent classification of Systems Analyst II, PPT. The ordinance also amends the classifications of Fire Communications Dispatcher, Senior; Fire Communications Supervisor; Fire Suppression District Inspector and Public Works Operations Manager.

**FISCAL IMPACTS**

There is no fiscal impact associated with the addition of the classification of Systems Analyst II, PPT. In addition, there is no fiscal impact associated with the amendment of the Fire Communications Dispatcher, Senior and the Fire Communications Supervisor classifications. Departments anticipated the changes listed above and have already made the appropriate adjustments in the FY 03-05 Adopted Budget.

Based on the result of a compensation study, the approximately fifteen percent salary increase recommended for the Fire Suppression District Inspector classification has a maximum fiscal impact of \$45,801.36 per year. The increase will be funded out of the General Fund (1010) in Organization Code 20371, Vegetation Management.

Based on the result of a classification and compensation study, the approximate twenty percent salary increase recommended for the Public Works Operations Manager classification has an estimated fiscal impact of \$43,243 per year. The increase will be absorbed within the Public Works Agency's current operations and maintenance appropriations.

**BACKGROUND**

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. This proposed ordinance would amend the salary schedule of Ordinance No. 12187 to revise the salaries needed and add the classifications to perform the necessary work.

**KEY ISSUES AND IMPACTS**

The addition of the Systems Analyst II, PPT classification was requested by the Office of Parks and Recreation in order to create an equivalent permanent part-time classification and allow for more flexibility in staffing based on organizational need.

At the request of the Oakland Fire Department, the Office of Personnel conducted a compensation study of the Fire Suppression District Inspector classification. The study found that the Fire Suppression District Inspector classification was compensated below that of the prevailing market rate for similar positions both external and internal to the City. As a result, it has been recommended that the pay steps for the Fire Suppression District Inspector be increased by approximately fifteen percent in order for the City to be competitive in the labor market and to address attraction, retention, and alignment issues.

Based on a classification and compensation study, the amendment of the Public Works Operations Manager classification in the Public Works Agency will more accurately compensate and align this classification with other management classifications citywide that perform a full range of administrative and management related duties and responsibilities. The amendment includes a modification to the education and experience requirements, an inclusion of a Division Head distinguishing characteristic, along with a salary increase of approximately 20%. The Public Works Operations Manager classification currently resides in unit UM1 and the newly recommended pay grade is 22 with a salary range of \$8,639.56 to \$10,608.13.

The amendment of the salaries for the Fire Communication Dispatcher, Senior and Fire Communication Supervisor classifications are corrections to the equity adjustments agreed upon with International Federation of Professional and Technical Engineers, Local 21. Although an eight percent equity adjustment was negotiated, these classifications mistakenly only received a six percent adjustment. This modification will appropriately compensate said classifications as agreed upon in the contract with International Federation of Professional and Technical Engineers, Local 21, effective January 18, 2003.

**SUSTAINABLE OPPORTUNITIES**

None.

**DISABILITY AND SENIOR CITIZEN ACCESS**

None.

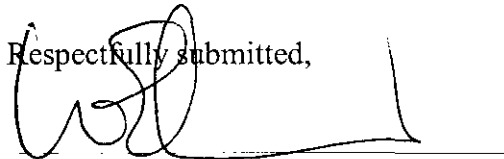
**RECOMMENDATION AND RATIONALE**

Staff recommends approval of the enclosed Ordinance in order to effect changes necessary to update and maintain the classification system for the City of Oakland.

**ACTION REQUESTED OF THE CITY COUNCIL**

Staff recommends that the City Council approve the Ordinance in order to effect changes necessary to update and maintain the classification system for the City of Oakland.

Respectfully submitted,



**William E. Noland,  
Director, Finance & Management Agency**

Prepared by:  
Robin Young, Senior Human Resource Analyst  
Office of Personnel Resource Management

APPROVED AND FORWARDED TO THE  
FINANCE AND MANAGEMENT COMMITTEE:

  
OFFICE OF THE CITY ADMINISTRATOR

INTRODUCED BY COUNCILMEMBER \_\_\_\_\_

OFFICE OF THE CITY ATTORNEY  
APPROVED AS TO FORM AND LEGALITY  
12/18/03  
CITY CLERK  
PM 1:27

ORDINANCE NO. \_\_\_\_\_ C.M.S.

AN ORDINANCE AMENDING THE SALARY SCHEDULE OF ORDINANCE NO. 12187 C.M.S. (THE SALARY ORDINANCE) TO ADD THE PERMANENT PART-TIME EQUIVALENT CLASSIFICATION OF AND SYSTEMS ANALYST II, PPT, AND TO AMEND THE CLASSIFICATIONS OF FIRE COMMUNICATIONS DISPATCHER, SENIOR, FIRE COMMUNICATIONS SUPERVISOR, FIRE SUPPRESSION DISTRICT INSPECTOR, AND PUBLIC WORKS OPERATIONS MANAGER.

SECTION 1. Effective, January 18, 2003, the following classifications are hereby amended in Ordinance No. 12187 C.M.S. in the Unit UH1 Pay Grade Table to read as follows:

<u>Classification Name</u>	<u>Class No.</u>	<u>Pay Steps/Range</u>	
Fire Communications Dispatcher, Senior	PS124	1	4754.63
		2	5005.28
		3	5267.89
		4	5546.40
		5	5838.17
Fire Communications Supervisor	SC148	1	5503.96
		2	5794.39
		3	6099.45
		4	6420.39
		5	6758.59

SECTION 2. Effective, June 23, 2003, the following classifications are hereby amended in Ordinance No. 12187 C.M.S. in the Unit UH1 Pay Grade Table to read as follows:

<u>Classification Name</u>	<u>Class No.</u>	<u>Pay Steps/Range</u>	
Fire Communications Dispatcher, Senior	PS124	1	4897.27
		2	5155.44
		3	5425.93
		4	5712.79
		5	6013.32

Fire Communications Supervisor	SC148	1	5669.08
		2	5968.23
		3	6282.43
		4	6613.01
		5	6961.35

SECTION 3. Effective, July 3, 2004, the following classifications are hereby amended in Ordinance No. 12187 C.M.S. in the Unit UH1 Pay Grade Table to read as follows:

<u>Classification Name</u>	<u>Class No.</u>	<u>Pay Steps/Range</u>	
Fire Communications Dispatcher, Senior	PS124	1	4946.24
		2	5207.00
		3	5480.18
		4	5769.92
		5	6073.45

Fire Communications Supervisor	SC148	1	5725.77
		2	6027.91
		3	6345.26
		4	6679.14
		5	7030.96

SECTION 4. Effective, July 2, 2005, the following classifications are hereby amended in Ordinance No. 12187 C.M.S. in the Unit UH1 Pay Grade Table to read as follows:

<u>Classification Name</u>	<u>Class No.</u>	<u>Pay Steps/Range</u>	
Fire Communications Dispatcher, Senior	PS124	1	5144.09
		2	5415.28
		3	5699.39
		4	6000.71
		5	6316.39

Fire Communications Supervisor	SC148	1	5954.80
		2	6269.02
		3	6599.07
		4	6946.30
		5	7312.20

SECTION 5. Effective, July 1, 2006, the following classifications are hereby amended in Ordinance No. 12187 C.M.S. in the Unit UH1 Pay Grade Table to read as follows:

<u>Classification Name</u>	<u>Class No.</u>	<u>Pay Steps/Range</u>	
Fire Communications Dispatcher, Senior	PS124	1	5349.85
		2	5631.89
		3	5927.37
		4	6240.74
		5	6569.04
Fire Communications Supervisor	SC148	1	6192.99
		2	6519.79
		3	6863.03
		4	7224.15
		5	7604.69

SECTION 6. Effective, June 30, 2007, the following classifications are hereby amended in Ordinance No. 12187 C.M.S. in the Unit UH1 Pay Grade Table to read as follows:

<u>Classification Name</u>	<u>Class No.</u>	<u>Pay Steps/Range</u>	
Fire Communications Dispatcher, Senior	PS124	1	5563.85
		2	5857.16
		3	6164.46
		4	6490.37
		5	6831.80
Fire Communications Supervisor	SC148	1	6440.71
		2	6780.58
		3	7137.55
		4	7513.12
		5	7908.88

SECTION 7. Effective, June 1, 2004, the following classification is hereby amended in Ordinance No. 12187 C.M.S. in the Unit UM1 Pay Grade Table to read as follows:

<u>Classification Name</u>	<u>Class No.</u>	<u>Pay Grade</u>
Public Works Operations Manager	MA137	22

SECTION 8. Effective, date of passage, the following classification is hereby added in Ordinance No. 12187 C.M.S. in the Unit TW1 Pay Grade Table to read as follows:

<u>Classification Name</u>	<u>Class No.</u>	<u>Pay Steps/Range</u>
Systems Analyst II, PPT	AP399	1 5051.61
		2 5316.84
		3 5596.67
		4 5892.33
		5 6202.58

SECTION 9. Effective, April 22, 2004, the following classification is hereby amended in Ordinance No. 12187 C.M.S. in the Unit SD1 Pay Grade Table to read as follows:

<u>Classification Name</u>	<u>Class No.</u>	<u>Pay Steps/Range</u>
Fire Suppression District Inspector	IS112	1 22.60
		2 23.80
		3 25.04
		4 26.36
		5 27.75

SECTION 10. Effective, July 3, 2004, the following classification is hereby amended in Ordinance No. 12187 C.M.S. in the Unit SD1 Pay Grade Table to read as follows:

<u>Classification Name</u>	<u>Class No.</u>	<u>Pay Steps/Range</u>	
Fire Suppression District Inspector	IS112	1	22.83
		2	24.03
		3	25.29
		4	26.62
		5	28.03

AYES- BRUNNER, BROOKS, CHANG, NADEL, QUAN, REID, WAN  
AND PRESIDENT DE LA FUENTE

NOES-

ABSENT-

ABSTENTION-

ATTEST: \_\_\_\_\_  
CEDA FLOYD  
City Clerk and Clerk of the Council  
of the City of Oakland, California



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AN ORDINANCE AMENDING THE SALARY SCHEDULE OF ORDINANCE NO. 12187 C.M.S. (THE SALARY ORDINANCE) TO ADD THE PERMANENT PART-TIME EQUIVALENT CLASSIFICATION OF SYSTEMS ANALYST II, PPT, AND TO AMEND THE CLASSIFICATIONS OF FIRE COMMUNICATIONS DISPATCHER, SENIOR, FIRE COMMUNICATIONS SUPERVISOR, FIRE SUPPRESSION DISTRICT INSPECTOR, AND PUBLIC WORKS OPERATIONS MANAGER

**Digest**

An ordinance amending the salary schedule of ordinance no. 12187 c.m.s. (the salary ordinance) to add the permanent part-time equivalent classification of Systems Analyst II, PPT. The ordinance also amends the classifications of Fire Communications Dispatcher, Senior, Fire Communications Supervisor, Fire Suppression District Inspector, and Public Works Operations Manager