

**CITY OF OAKLAND**  
**COUNCIL AGENDA REPORT**

TO: Office of the City Manager  
ATTN: Robert C. Bobb  
FROM: Office of Personnel  
DATE: September 19, 2000  
RE: AN ORDINANCE AMENDING THE SALARY SCHEDULE ORDINANCE NO. 12193 C.M.S. (THE SALARY ORDINANCE) TO ADD THE CLASSIFICATION OF ADA (AMERICANS WITH DISABILITIES ACT) PROJECT COORDINATOR AND TO AMEND THE SALARY GRADE OF SENIOR CONTRACT COMPLIANCE OFFICER.

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**SUMMARY**

An Ordinance has been prepared for consideration by the City Council that amends the Salary Schedule of Ordinance No. 12193 C.M.S. to add the classification of ADA (Americans with Disabilities Act) Project Coordinator and to amend the salary grade of Senior Contract Compliance Officer. The salary grade was erroneously submitted as pay grade 13 and should be at pay grade 14.

**FISCAL IMPACTS**

The addition of this single incumbent classification will increase the budgeted salary for the position by \$7,213.32 immediately, and by the appropriate increases as they are implemented. Funds to cover this increase have been identified and allocated within the City's Capital Improvement Projects budget.

The recommended amendment to adjust the pay grade of the Senior Contract Compliance Officer to pay grade TW1.000.14 will have no significant fiscal impact as the department had already anticipated this pay level for the position.

**BACKGROUND**

Ordinance No. 12193 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 12193 to add one classification necessary for City operations and would fix the salary grade for the Senior Contract Compliance Officer

**KEY ISSUES AND IMPACTS**

A classification study was conducted on the ADA Case Coordinator. It was determined that the position would be more appropriately classified as an ADA Project Coordinator and that the classification should reside in pay grade 16 of rep unit TW1.


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The pay grade for the classification of Senior Contract Compliance Officer was placed in the wrong pay grade. In agreement with the results of a classification study previously finalized with the City Manager's Office, the classification should reside in pay grade 14 of rep unit TW1. The current incumbent will be appropriately compensated for the position he holds.

**ACTION REQUESTED OF THE CITY COUNCIL**

Staff recommends that the City Council approve an ordinance that amends the salary schedule of the Ordinance No. 12193 C.M.S. to add the classification of ADA Project Coordinator and to amend the salary grade of Senior Contract Compliance Officer. The requesting department and the Office of Personnel believe that these changes are necessary to update and maintain the classification system for the City of Oakland.

Respectfully submitted,

  
WALTER L. JOHNSON, SR.

Prepared by:  
Jim Brown  
Assistant to the Director  
Office of Personnel

APPROVED AND FORWARDED TO THE  
CITY COUNCIL

  
OFFICE OF THE CITY MANAGER

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

  
 \_\_\_\_\_  
 CITY ATTORNEY

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

AN ORDINANCE AMENDING ORDINANCE NO. 12193 C.M.S. (THE SALARY ORDINANCE) TO ADD THE CLASSIFICATION OF ADA (AMERICANS WITH DISABILITIES ACT) PROJECT COORDINATOR AND TO AMEND THE SALARY GRADE OF SENIOR CONTRACT COMPLIANCE OFFICER.

The Council of the City of Oakland does hereby ordain as follows:

SECTION 1. The following classification is hereby added to Ordinance No. 12193 C.M.S. in the Unit TW1 Pay Grade Table to read as follows:

**Salary**

<u>Classification Name</u>	<u>Class No.</u>	<u>Pay Steps/Range</u>
ADA (Americans with Disabilities Act) Project Coordinator	AP382	1 5457.97
		2 5745.34
		3 6048.16
		4 6366.43
		5 6701.18

SECTION 2. Effective January 11, 2000 the following classification in Ordinance No. 12193 C.M.S. in the Unit TW1 Pay Grade Table is hereby amended to read as follows:

**Salary**

<u>Classification Name</u>	<u>Class No.</u>	<u>Pay Steps/Range</u>
Contract Compliance Officer, Sr.	AP369	1 4950.00
		2 5211.00
		3 5486.00
		4 5774.00
		5 6078.00

SECTION 3. Effective June 26, 2000 the following classification in Ordinance No. 12193 C.M.S. in the Unit TW1 Pay Grade Table is hereby amended to read as follows:

**Salary**

<u>Classification Name</u>	<u>Class No.</u>	<u>Pay Steps/Range</u>
Contract Compliance Officer, Sr.	1	5148.19
	2	5419.20
	3	5705.21
	4	6005.15
	5	6321.15

YES-

NOES-

ABSENT-

ABSTENTION-

ATTEST: \_\_\_\_\_

CEDA FLOYD  
City Clerk and Clerk of the Council  
of the City of Oakland, California

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