

APPROVED AS TO FORM AND LEGALITY



CITY ATTORNEY'S OFFICE

OAKLAND CITY COUNCIL

RESOLUTION NO. _____ C.M.S.

**RESOLUTION RECOMMENDING TO THE CIVIL SERVICE BOARD
THE EXEMPTION OF THE CLASSIFICATION OF PAYROLL
ADMINISTRATOR FROM THE OPERATION OF CIVIL SERVICE**

WHEREAS, the Oakland City Charter Section 902(f) requires that City Council recommend positions for exemption from Civil Service prior to Civil Service Board approval of such exemption; and

WHEREAS, the Payroll Administrator is recommended for exemption from Civil Service due to its placement in the organization, lines of authority, reporting relationships within the department, as well as the position's duties, pay grade, and independence of action; and

WHEREAS, the Payroll Administrator is an expert level classification in various aspects of payroll administration and compliance, possessing advanced credentials, functioning as a consultant to department heads, the City Administrator, and professional and management staff; and

WHEREAS, the Payroll Administrator is a management level position with overall responsibility for payroll operations staff that is required to utilize a high degree of independence in carrying out the goals and objectives of the City Administrator and City Council; the scope of responsibilities is broad and complex, and the individual in the classification must deal with challenging, sensitive, and confidential matters; and assist management in complex labor negotiations; and

WHEREAS, the incumbent in the Payroll Administrator position is expected to exercise considerable discretion in carrying out the City's mission for which there is a high consequence of error; now, therefore, be it

RESOLVED: That the City Council of Oakland hereby recommends to the Civil Service Board that the classification of Payroll Administrator be exempted from the requirements of civil service; and be it

FURTHER RESOLVED: That the Civil Service Board is hereby requested to approve such exemption.

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

AYES - BROWN, FIFE, GALLO, HOUSTON, RAMACHANDRAN, UNGER, WANG, AND
PRESIDENT JENKINS

NOES –

ABSENT –

ABSTENTION –

ATTEST:_____

ASHA REED
City Clerk and Clerk of the Council of the
City of Oakland, California

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