



# City of Oakland

Office of the City Clerk  
Oakland City Hall,  
1 Frank H. Ogawa Plaza,  
Room 201  
Oakland, California 94612

## Legislation Text

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**File #:** 003390h-2, **Version:** 1

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**Subject:** Salary Ordinance Amendment  
**From:** Office of the City Manager  
**Recommendation:** Approve the Introduction (First Reading) of an Ordinance amending the Salary Ordinance (Ordinance No. 12187 C.M.S.) to increase the salaries of the unrepresented employee job classifications by three percent (3.0%) effective June 21, 2003; by one percent (1%) effective July 3, 2004  
**TO:** Office of the City Manager 2003 JUN 19 PM 4: 44

**ATTN:** Robert C. Bobb, City Manager  
**FROM:** Office of Personnel  
**DATE:** June 19, 2003

**SLTBJECT:** AN ORDINANCE AMENDE4G TBE SALARY ORDINANCE  
(ORDINANCE NO. 12187 C.M.S.) TO INCREASE THE SALARIES OF  
UNREPRESENTED EMTLOYEE JOB CLASSWICATIONS

### SUMMARY

The attached ordinance amends the Salary Ordinance (Ordinance No. 4-127 C.M.S.) to increase the salaries of unrepresented employee job classifications. The ordinance amendment would increase the salary rangs of unrepresented job classifications by six percent effective retroactive to July 6, 2002; three percent effective June 21, 2003; and, one percent effective July 3, 2004. The amounts of increase are the same as what the City Council recently approved for non-sworn, represented employee job classifications for Fiscal Years '02-'03, '03-'04, and '04-'05 respectively. The increases for unrepresented manager and director classifications in Fiscal Years '03-'04 and '04-'05 would be applied to incumbents based on performance reviews conducted in April of '04 and '05, respectively.

### FISCAL IMTACT

The costs of compensating miscellaneous employees in unrepresented units UK 1 (Agency Directors), U5 1 (Confidential Management), U51 (Exempt Limited Duration Employees), and UJ i (part-time Senior Aides) employees under the same terms as represented miscellaneous employees from July 1, 2002 through June 30, 2005, will cost \$983,768. Details are provided below:

Description FY 9002-03 FY 2003-04 FY 2004-05

#### General Fund

(77.70%) \$218,947 \$13,583 \$531,905

#### Non-General

Fund \$62,821 \$3,897 \$152,615

2.7% @ 55

#### Retirement

Plan NA NA Effective July 1, 200+. Costs included above

Employee 3% retirement costs paid by full-time and permanent part-time employees

Retirement all years. Savings included above.

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.@JI Funds: \$28 1,768 \$ 1 7,480 \$68"520

There are sufficient appropriations to cover the cost of unrepresented employee increases detailed above in the General Fund for FY 2002-03. Increases in non-General funds will need to be accommodated by those respective funds. Increases in subsequent years have been included in each department's FY 2003-05 Proposed Budget. -;R J

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## DISCUSSION

The City has consistently granted salary increases to unrepresented employee job classifications that are comparable to those approved for represented employee job classifications. All non-sworn, represented employee job classifications are to receive a six percent increase effective July 6, 2002; a three percent increase effective June 21, 2003; and a one percent increase effective July 3, 2004, pursuant to the recently concluded negotiations for successor Memoranda of Understanding (NIOUs).

Subsequent pay increases are included in the new MOUs for Fiscal Years '05-'06, '06-'07, and '07-'08, but are not included in this amendment to salaries for unrepresented employee job classifications. The Council may decide whether to provide these subsequent increases to unrepresented employee job classifications as part of budget deliberations for those fiscal years.

The increases contained in the attached ordinance amendment reflect the negotiated settlement reached with represented groups, which included consideration of increases to the cost of living and increases granted to employees at comparable public agencies. In the past these increases have not been based on "merit" or "performance" considerations which are evaluated on a case-by-case basis and may vary by employee. However, based on Council's interest in tying increases for managers and directors to performance, the increases for Fiscal Years '03-'04 and '04-'06 would only be applied to incumbents in those classifications after the annual review of their performance in April of '04 and '05, respectively. In other words, the pay scale for the manager and director classifications would increase, but the salary for incumbents in those classifications would only increase based on the performance review. This would not apply to unrepresented employees in administrative, non-managerial classifications, who would receive the increases as the pay for their classifications changed. Granting the same increases to unrepresented employee job classifications maintains alignment between represented and unrepresented salary scales and avoids potential anomalies between manager/supervisor and subordinate salaries.

Other changes in compensation related to employee retirement contributions that apply to miscellaneous represented employees would also apply to these unrepresented bargaining units.

## ENVIRONMENTAL OPPORTUNITIES

There are no environmental opportunities or impacts associated with approval of this ordinance.

## DISABILITY AND SENIOR CITIZEN ACCESS

There is no impact on residents with disabilities and/or senior citizens relative to accessibility.

#### RECOMNIENDATION AND RATIONALE

The City Council should approve salary increases for unrepresented employee job classifications for Fiscal Years '02-'03, '03-'04, and '04-'05 consistent with increases authorized for represented employee job classifications for the same period. Such action would be consistent with how Council has treated unrepresented employees in prior years and would serve to avoid misalignment of salaries. Based on Council's interest in tying the increases for managers and directors to performance, the application of these increases to incumbents in manager and director classifications for Fiscal Years '03-'04 and '04-'05 would be based on their annual performance reviews in April of '04 and '05, respectively

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#### ACTION REQUESTED OF THE CITY COUNCIL

Staff recommends that the City Council approve the ordinance.

Respectfully submitted,

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Michael K. Rich  
Director, Office of Personnel

Prepared by:  
Michael K. Rich, Interim Employee Relations Manager  
Office of Personnel

APPROVED FOR FORWARDING  
TO CITY COUNCIL:

Office of the City Manager

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INTRODUCED BY COUNCILMEMBER

2003 JUL - 2 PM 4: 1 3 CITY ATtqRNEY

ORDINANCE NO. C.M.S.

AN ORDINANCE AMENDING THE SALARY ORDINANCE  
(ORDINANCE NO. 12187 C.M.S.) TO INCREASE THE SALARIES  
OF UNREPRESENTED EMPLOYEE JOB CLASSIFICATIONS BY THREE  
PERCENT (3.0%) EFFECTIVE JUNE 21, 2003; BY ONE PERCENT (1%)  
EFFECTIVE JULY 3, 2004

The Council of the City of Oakland does hereby ordain that the salary schedule of  
Ordinance No. 12187 C.M.S. shall be amended as follows:

Salaries for Miscellaneous Job Classifications in pay grade table Units  
UK I (Executive Management), U31 (Confidential Management), U51 (Exempt  
Limited Duration Employees), and UJ I (Part-time Senior Aides) shall be  
increased by three percent (3.0%) effective June 21, 2003; by one percent (1%)  
effective July 3, 2004

IN COUNCIL, OAKLAND, CALIFORNIA, 2003

PASSED BY THE FOLLOWING VOTE:

AYES- President DE LA FUENTE, BRUNNER, BROOKS, CHANG, NADEL, QUAN, REID, and WAN

NOES-

ABSENT-

ABSTENTION-

ATTEST:

CEDA FLOYD

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

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(ORDINAINCE NO. 12187 C.M.S.) TO INCREASE THE SALARIES  
OF UNREPRESENTED EMPLOYEE JOB CLASSIFICATIONS BY THREE  
PERCENT (3.0%) EFFECTIVE JUNE 21,2003; BY ONE PERCENT (1%) EFFECTIVE  
JULY 3,2004

NOTICE AND DIGEST

This ordinance amends the Salary Ordinance (Ordinance No. 12187 C.M.S.) to increase  
the salaries of unrepresented employee job classifications by three percent (3.0%)  
effective June 21, 2003; by one percent (1%) effective July 3, 2004