



Department of Employee Relations

MEMORANDUM

Tom Barrett
Mayor

Maria Monteagudo
Director

Michael Brady
Employee Benefits Director

Deborah Ford
Labor Negotiator

TO: Chris Lee, Staff Assistant
Finance and Personnel Committee
Office of the City Clerk

FROM: Andrea Knickerbocker 
Human Resources Manager

DATE: March 31, 2016

RE: CC File #151769 - Administrative Changes to the 2016 Salary Ordinance

Please make the following corrections to the 2016 Salary Ordinance:

1. Under Pay Range 2AN, replace footnote 9 with the following: "(9) When assigned leadworker duties and responsibilities in the STD/HIV/TB Communicable and Infectious Disease Program, one Disease Intervention Specialist will be paid an additional \$45.00 bi-weekly.

Effective Pay Period 11, 2016 (May 8, 2016)

2. Under Part I, please remove the following footnotes that refer to "M-Steps" which have not been used for years. It is anticipated that new rates and criteria will be developed as part of career ladders that will be proposed in the future. In one case the footnote was attached to a title incorrectly.

Under Pay Range 2DN, delete footnote designation "(17)" after the title "Credit Services Specialist" and delete footnote "(17)".

Under Pay Range 3JN, delete footnote designation "(3)" after the title "Forestry Inspector II" and delete footnote "(3)".

Under Pay Range 3LN, delete footnote designation "(1)" after the title "Bridges and Public Buildings Inspector"; delete footnote designation "(2)" after the title "Inspection Specialist"; delete footnote designations "(2)" and "(5)" after the title "Public Works Inspector II"; and delete footnotes "(1)", "(2)", and "(5)".

Under Pay Range 3NN, delete footnote designations "(1)" and "(2)" after the titles "Construction Coordinator", "Drafting Technician IV", and "Engineering Drafting Technician IV"; delete footnote designation "(4)" after the title "Engineering Technician IV"; delete footnote designation "(6)" after title "Sidewalk Repair Specialist"; and delete footnotes "(1)", "(2)", "(4)", and "(6)".

Under Pay Range 3QN, delete footnote designation "(1)" after the titles "Drafting Technician V" and "Engineering Drafting Technician V"; and delete footnote "(1)".

Under Pay Range 3RN, delete footnote designation "(1)" after the titles "Assessment Technician II" and "Engineering Technician V"; and delete footnote "(1)".



Under Pay Range 7PN, delete footnote designation "(1)" after the title "Water Construction Coordinator"; and delete footnote "(1)".

3. Under Part I, please delete the following footnotes that relate to advancement that no longer applies.

Effective Pay Period 1, 2016 (December 20, 2015)

Under Pay Range 6BN, delete the footnote designation "(1)" after the title "Fire Cadet" and "Police Aide" and delete footnote "(1)".

Effective Pay Period 11, 2016 (May 8, 2016)

Under Pay Range 7FN, delete the footnote designations "(5)" and "(7)" after the title "Electrical Worker"; and delete footnotes "(5)" and "(7)".

AK/fcw