



# REPORT TO COUNCIL

## City of Sacramento

915 I Street, Sacramento, CA 95814-2604  
www. CityofSacramento.org

Consent  
August 14, 2007

Honorable Mayor and  
Members of the City Council

**Title: Compensation Recommendation for Non-Career Employee Group**

**Location/Council District: All**

**Recommendation:** Adopt a **Resolution** 1) increasing the salaries and benefits of unrepresented non-career employees by 4%; 2) adopting the salary schedule as Exhibit A of the Resolution; and 3) authorizing the City Manager to make minor changes or adjustments to the schedule in order to correct errors or omissions.

**Contact:** Geri Hamby, Director of Human Resources, 916-808-7173

**Department:** Human Resources

**Division:** NA

**Organization No:** 1511

### **Description/Analysis**

**Issue:** This City Manager's report recommends an adjustment to the salaries of the non-career employee group. This adjustment would also result in a revision to the salary schedule for non-career unrepresented employees to reflect the adjustment. Consistent with recent increases for miscellaneous employee groups and pursuant to past practice it is appropriate to review and modify the compensation for the non-career employee group each year. The recommendations are based on a policy which provides the non-career employee group salary adjustments when represented career employee groups receive salary adjustments. The recommended adjustment is a 4% across-the-board increase for all non-career positions.

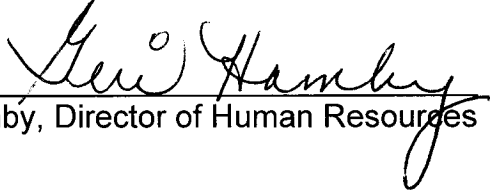
**Policy Considerations:** Approval of this report is consistent with the City Council's policy of treating unrepresented employees consistent with represented employees. Additionally, this proposal is consistent with the City's commitment to attract, retain and develop a highly qualified and diverse workforce.

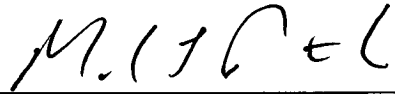
**Environmental Considerations:** NA

**Rationale for Recommendation:** The non-career employee group salaries and benefits have not been adjusted since June of 2006. Salary adjustments for represented employees have been implemented pursuant to negotiated increases. Salary adjustments for represented employee groups went into effect June 23, 2007.


**Financial Considerations:** The FY2007/08 Approved Budget includes funding for all citywide salary and benefit increases. The increase to non-career employee salary and benefits is \$178,728.

**Emerging Small Business Development (ESBD):** NA

Respectfully Submitted by:   
Geri Hamby, Director of Human Resources

Approved by:   
for Cassandra Jennings, Assistant City Manager

Recommendation Approved:

  
for Ray Kerridge  
City Manager

**Table of Contents:**

Report Pg 1

**Attachments**

1 Resolution Pg 3  
Exhibit "A" Proposed Non-Career Salary Schedule Pg 4

**RESOLUTION NO.**

Adopted by the Sacramento City Council

**Compensation Recommendation for Non-Career Employee Group**

**BACKGROUND**

- A. The City Council is charged with setting the level of compensation for unrepresented employee groups.
- B. Represented miscellaneous employee groups received negotiated salary and benefits adjustments effective June 23, 2007.
- C. The 4% increase to unrepresented non-career employee salary and benefits was budgeted in the FY2007/08 Approved Budget and is \$178,728.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:**

- Section 1. Effective June 23, 2007, the salaries and benefits for unrepresented non-career employees will be increased by 4%.
- Section 2. Effective June 23, 2007, the salary schedule attached as Exhibit "A" is adopted.
- Section 3. The City Manager is authorized to make minor changes or adjustments to Exhibit "A" in order to correct omission and errors.

Table of Contents:

Exhibit A: Salary Schedule

08/02/2007 10:02:34 AM

CITY OF SACRAMENTO GOVERNMENT HUMAN RESOURCES SYSTEM  
SCHEDULED MONTHLY/BI-WEEKLY/HOURLY RATES

CODE	STEP 3	STEP 4	STEP 5	STEP A/6	STEP B/7	STEP C/8	STEP D/9	STEP E/10
09031/59031 REP09 <u>ARTS &amp; CRAFTS</u> <u>SPECIALIST</u>	9.1833	9.6425	10.1246	10.6308	11.1623	11.7204	12.3064	12.9217
09018/59018 REP09 <u>ASST CARETAKER</u>					Daily Rates	50.23	55.25	60.77
09019/59019 REP09 <u>ASST COOK</u>					Daily Rates	50.23	55.25	60.77
09119/59119 REP09 <u>ASST POOL MANAGER</u>	9.5493	10.0268	10.5281	11.0545	11.6072	12.1876	12.7970	13.4369
09001/59001 REP09 <u>ASST PROCTOR</u>			8.5856	9.0149	9.4656	9.9389	10.4358	10.9576
09120/59120 REP09 <u>BUILDING MAINT</u> <u>LABR TRN</u>								1,974.47 911.30 11.3912
09045/59045 REP09 <u>CAMP AIDE</u>					Daily Rates	29.85	32.84	36.12

08/02/2007 10:02:34 AM

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CODE TITLE	STEP 3	STEP 4	STEP 5	STEP A/6	STEP B/7	STEP C/8	STEP D/9	STEP E/10
09022/59022 REP09 <u>CAMP REC LEADER</u>					Daily Rates	34.28	37.71	41.48
09046/59046 REP09 <u>CARETAKER</u>					Daily Rates	81.42	89.56	98.52
09012/59012 REP09 <u>CASHIER (COMM SVCS)</u>				8.2404	8.6524	9.0850	9.5393	10.0163
09003/59003 REP09 <u>CLERICAL ASSISTANT</u>	8.4123	8.8329	9.2745	9.7382	10.2251	10.7364	11.2732	11.8369
09113/59113 REP09 <u>DISPATCHER RECRUIT</u>								3,073.58 1,418.58 17.7322
* Linked to Rep02 for Benefits Purposes Only								
09093/59093 REP09 <u>EVENTS CROWD CONTROLLER</u>			9.0615	9.5146	9.9903	10.4898	11.0143	11.5650
09067/59067 REP09 <u>EVENTS DUTY PERSON</u>	2,609.19 1,204.24 15.0530	2,739.65 1,264.46 15.8057	2,876.64 1,327.68 16.5960	3,020.47 1,394.06 17.4258	3,171.50 1,463.77 18.2971	3,330.08 1,536.96 19.2120	3,496.58 1,613.81 20.1726	3,671.41 1,694.50 21.1812

TITLE	STEP 3	STEP 4	STEP 5	STEP A/6	STEP B/7	STEP C/8	STEP D/9	STEP E/10
09092/59092 REP09 <u>EVENTS USHER</u>					8.4653	8.8886	9.3330	9.7996
05083/55083 REP09 <u>FIRE RECRUIT</u>								3,034.86 1,400.70 17.5088
* Linked to Rep05 for Benefits Purposes Only								
09024/59024 REP09 <u>FIRST COOK</u>					Daily Rates	81.42	89.56	98.52
09065/59065 REP09 <u>GOLF MARSHAL/PLAYER ASSISTANT</u>	8.8676	9.3110	9.7766	10.2654	10.7787	11.3176	11.8835	12.4777
09005/59005 REP09 <u>GRADUATE STUDENT TRAINEE</u>					12.7885	13.4279	14.0993	14.8043
09094/59094 REP09 <u>HEAD EVENTS CROWD CONTROL</u>			12.5138	13.1395	13.7965	14.4863	15.2106	15.9711
09025/59025 REP09 <u>HOST</u>					Daily Rates	50.23	55.25	60.77

SCHEDULED MONTHLY/BI-WEEKLY/HOURLY RATES

CODE	STEP 3	STEP 4	STEP 5	STEP A/6	STEP B/7	STEP C/8	STEP D/9	STEP E/10
09125/59125 REP09 <u>INSTRUCTOR</u>						30.9029	32.4480	34.0704
09049/59049 REP09 <u>LAW CLERK</u>	2,365.43 1,091.74 13.6467	2,483.69 1,146.32 14.3290	2,607.87 1,203.63 15.0454	2,738.27 1,263.82 15.7977	2,875.18 1,327.01 16.5876	3,018.95 1,393.36 17.4170	3,169.89 1,463.02 18.2878	3,328.38 1,536.18 19.2022
09013/59013 REP09 <u>LIFEGUARD</u>			8.3215	8.7376	9.1745	9.6332	10.1149	10.6206
09061/59061 REP09 <u>MARINA AIDE</u>	9.4352	9.9070	10.4023	10.9224	11.4685	12.0419	12.6440	13.2762
09027/59027 REP09 <u>NURSE</u>						Daily Rates	55.25	60.77
09126/59126 REP09 <u>PILOT</u>						36.0533	37.8560	39.7488
09104/59104 REP09 <u>POLICE BACKGRND</u> <u>ASST</u>								28.6849

CITY OF SACRAMENTO  
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02035/52035 REP09 <u>POLICE CADET</u>								3,504.94 1,617.66 20.2208
* Linked to Rep02 for Benefits Purposes Only								
09123/59123 REP09 <u>POLICE RECRUIT</u>					3,370.14 1,555.45 19.4431	3,538.65 1,633.22 20.4153	3,715.59 1,714.89 21.4361	3,901.37 1,800.63 22.5079
* Linked to Rep02 for Benefits Purposes Only								
09014/59014 REP09 <u>POOL ATTENDANT</u>					8.3840	8.8032	9.2434	9.7056
09015/59015 REP09 <u>POOL MANAGER</u>	10.4392	10.9612	11.5093	12.0848	12.6890	13.3235	13.9897	14.6892
09007/59007 REP09 <u>PROCTOR</u>			9.9076	10.4030	10.9231	11.4693	12.0428	12.6449
09048/59048 REP09 <u>PROGRAM DIRECTOR</u>						Daily Rates	81.42	89.56
09064/59064 REP09 <u>PROMOTIONS SPECIALIST</u>	9.4352	9.9070	10.4023	10.9224	11.4685	12.0419	12.6440	13.2762



08/02/2007 10:02:34 AM

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GOVERNMENT HUMAN RESOURCES SYSTEM

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09037/59037 REP09 PUBLIC SERVICE AIDE			8.1693	8.5778	9.0067	9.4570	9.9298	10.4263
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09063/59063 REP09 RELIEF CLERICAL ASST (ABC)					2,249.73 1,038.34 12.9792	2,498.81 1,153.30 14.4162	2,546.44 1,175.28 14.6910	2,800.01 1,292.31 16.1539
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09115/59115 REP09 RESERVE DISPATCHER								25.7225
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09006/59006 REP09 RESERVE POLICE OFFICER I						27.0000	31.0000	34.5000
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09004/59004 REP09 RESERVE POLICE OFFICER II								25.0000
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09002/59002 REP09 RESERVE POLICE OFFICER III								24.0000
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09121/59121 REP09 RESERVE POLICE RECDS SPEC								18.7118
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09020/59020 REP09 <u>RESERVE POLICE</u> <u>SERGEANT</u>								39.5000
09021/59021 REP09 <u>RESERVE PROPERTY</u> <u>ASSISTANT</u>								18.5681
09008/59008 REP09 <u>SCHOOL CROSSING</u> <u>GUARD</u>								8.7057
09117/59117 REP09 <u>SECURITY OFFICER</u>								23.8321
09016/59016 REP09 <u>SR LIFE GUARD</u>	9.1160	9.5718	10.0504	10.5529	11.0805	11.6345	12.2162	12.8270
09108/59108 REP09 <u>STUDENT TRAINEE</u> <u>(ENG, COMPUTER)</u>					13.9006	14.5956	15.3254	16.0917
09009/59009 REP09 <u>STUDENT TRAINEE</u> <u>(MOST MAJORS)</u>					11.3987	11.9686	12.5670	13.1953

08/02/2007 10:02:34 AM  
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09071/59071 REP09 STUDENT TRAINEE <u>(PARAMEDIC)</u>					13.9006	14.5956	15.3254	16.0917
09010/59010 REP09 TICKET SELLER <u>(EXEMPT-P/T)</u>	11.1560	11.7138	12.2995	12.9145	13.5602	14.2382	14.9501	15.6976
09124/59124 REP09 TUTOR						16.4815	17.3056	18.1709
09068/59068 REP09 YOUTH AIDE							7.8000	8.1900