



CITY OF SACRAMENTO
CALIFORNIA

OFFICE OF THE
CITY MANAGER

January 29, 1982

CITY HALL
915 I STREET - 95814
(916) 449-5704

APPROVED
BY THE CITY COUNCIL

FEB 2 1982

OFFICE OF THE
CITY CLERK

City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: 1982 Adjustments to Unrepresented Management Salaries & Benefits

SUMMARY

The City Manager is recommending that the group of unrepresented management employees be granted a 2% salary adjustment, expansion of the group's fringe benefits in the form of an Optional Benefits Plan, and special adjustments for four individual positions.

BACKGROUND

As a result of earlier approving the 3.966% salary adjustment for the General Management Unit and its 99 middle managers, a major inequitable situation exists in the case of our upper management staff who are unrepresented. This group consists of 45 people who form the top management of City government and upon whom we depend to direct the activities of subordinate divisions on a daily basis and during emergencies. See Attachment A for a listing of positions. It is essential to recognize the efforts of this small group.

The prior City Council was cognizant of this situation and the year before last set aside approximately \$39,000 based on 2% of the group's base salaries, instructing the City Manager to recommend a plan for rewarding individual job performance. With the current General Management Unit salary adjustment of 3.966%, the disparity with unrepresented management has been further increased. I firmly believe it is essential for the City Council to also adjust the salaries and benefits of unrepresented management so that we can continue to attract and retain top managers.

Rather than a straight salary increase for upper management, I am recommending a package to be allocated as follows: (1) a 2% salary adjustment; (2) expanding the options in the current fringe benefit program and adding 2%; and (3) inequity adjustments for four positions.

1. Salary Adjustment

It is recommended that a 2% salary adjustment be approved for forty-five (45) of the unrepresented management people effective February 6, 1982. I make no recommendation in the case of the City Manager since this is totally the City Council's prerogative. The proposed salaries are shown in Attachment B.

2. Establishment of an Optional Benefit Plan

Currently, the City provides unrepresented management with a fringe benefit program amounting to \$156.96 per month. This can cover Basic Life, Medical, Dental, Additional Life, Supplemental Life, Dependent Life and Short-Term Disability. I am recommending that four more categories be added allowing employees a choice in selecting the options which best meet their individual needs. This can be described as a "cafeteria plan". The new added categories are: (1) a deferred compensation option; (2) an increased maximum limit on supplemental life option; (3) an individual retirement account option; and (4) an employee retirement contribution offset option. The latter would allow the employee to adjust the portion of benefit allowance paid toward his or her retirement contribution. This is of particular advantage to employees in PERS since it is non-taxable.

I would recommend that 2% of base salaries be added to the Optional Benefit Plan for the unrepresented management group alone effective March 1, 1982. The City would be providing a form of recognition to its top management staff and at the same time meeting individual needs. The advantage to the City is that an increase in the fringe benefit package is less costly than a salary adjustment which increases the City's retirement contribution, unfunded liability, etc.

3. Individual Adjustments

I believe there are four individuals for whom special adjustments are justified. The Chief of Police and the Assistant Chief of Police, last year, were granted a salary increase three percent less than that approved for the Police Deputy Chiefs and Captains Association. This has resulted in salary compaction and an inequitable situation which should be corrected by approving an additional three percent salary increase for the two individuals.

The other two positions involve the Director of Finance and the SHRA Interim Director, both of whom have assumed increasingly expanded responsibilities and are doing an outstanding job. I would recommend that you approve an additional five percent increase to be added to the Optional Benefit Plan in their case.

It is necessary to establish a new classification for the Assistant City Manager/ Executive Director who is assigned to the Sacramento Housing and Redevelopment Agency. This position should have its own classification due to its distinct duties and responsibilities. Resolutions to add the classification to the exempt position listing and employee relations policy are attached.

FINANCIAL IMPACT

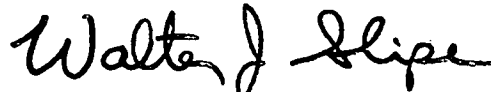
The total cost increase is \$33,147 based on \$17,912 for salaries and \$7,011 for the Optional Benefit Plan.

RECOMMENDATION

It is recommended that the City Council approve:

1. The resolution adopting the City Manager's report relating to 1982 adjustments to unrepresented management salaries and benefits;
2. The resolution designating the Assistant City Manager/Executive Director as an exempt employee; and
3. The resolution adding the Assistant City Manager/Executive Director to the Employer-Employee relations policy.

Respectfully submitted,



WALTER J. SLIPE
City Manager

February 2, 1982

LIST OF UNREPRESENTED MANAGEMENT POSITIONSClassification

City Manager
 Assistant City Manager
 Assistant City Manager/
 Executive Director
 Assistant City Manager/
 Community Development

Department Heads:

City Engineer
 Chief of Police
 City Attorney
 Director of Community Services
 Fire Chief
 Director of Finance
 Director of Employee Relations
 Director of Personnel
 Planning Director
 Director of Community Center
 Director of General Services
 City Treasurer
 City-County Librarian
 Data Processing Director
 City Clerk

Assistant Department Heads

Assistant Chief of Police
 Assistant City Engineer
 Deputy City Engineer
 Assistant City Attorney
 Assistant Director of Finance
 Assistant Director of
 Community Services
 Assistant Director of
 Community Center
 Assistant City Treasurer
 Assistant City Clerk

Other

Deputy City Attorney IV
 Deputy City Attorney III (two)
 Deputy City Attorney II
 Citizens Assistance Officer
 Sr. Mgmt. Analyst (2 filled, 1 vacant)
 Risk Manager
 Public Information Officer
 Deputy City Attorney I (two)
 Sr. Employee Relations Representative
 Employee Relations Representative I
 Administrative Assistant to Mayor I
 Affirmative Action Officer
 Employee Services Manager (vacant)
 Personnel Services Manager
 Chief of Safety and Training

CITY OF SACRAMENTO
PAYROLL/PERSONNEL SYSTEM

REPORT NUMBER Z31R7000-B

1981-82 SALARY SCHEDULE

PROCESSING DATE 01/28/82

MANAGEMENT (NON-REPRESENTED)

EMPLOYEE CLASSIFICATION	REP UNIT	STEP A	STEP B	MONTHLY/BI-WEEKLY/STEP C	HOURLY/STEP D	STEP E
01126 ADMIN ASST TO MAYOR I	01	1,675.61 773.36 9.667	1,759.33 812.00 10.150	1,847.21 852.56 10.657	1,939.60 895.20 11.190	2,036.67 940.00 11.750
01127 ADMIN ASST TO MAYOR II	01	1,990.39 918.64 11.483	2,089.88 964.56 12.057	2,194.40 1,012.80 12.660	2,304.12 1,063.44 13.293	2,419.39 1,116.64 13.958
01122 ADMIN SERVICES OFFICER	01	2,043.08 942.96 11.787	2,145.17 990.08 12.376	2,252.47 1,039.60 12.995	2,365.13 1,091.60 13.645	2,483.35 1,146.16 14.327
01128 ADMIN TRAINEE (EXEMPT)	01	1,410.24 650.88 8.136	1,480.79 683.44 8.543	1,554.80 717.60 8.970	1,632.45 753.44 9.418	1,714.09 791.12 9.889
01001 AFFIR ACTION OFFICER	01	2,280.37 1,052.48 13.156	2,394.43 1,105.12 13.814	2,514.20 1,160.40 14.505	2,639.87 1,218.40 15.230	2,771.95 1,279.36 15.992
01075 ASST CHIEF OF POLICE	01	3,751.28 1,731.36 21.642	3,938.83 1,817.92 22.724	4,135.73 1,908.80 23.860	4,342.52 2,004.24 25.053	4,559.71 2,104.48 26.306
01004 ASST CITY ATTORNEY	01	3,423.68 1,580.16 19.752	3,594.93 1,659.20 20.740	3,774.68 1,742.16 21.777	3,963.44 1,829.28 22.866	4,161.56 1,920.72 24.009
01005 ASST CITY CLERK	01	1,849.29 853.52 10.669	1,941.68 896.16 11.202	2,038.75 940.96 11.762	2,140.67 988.00 12.350	2,247.79 1,037.44 12.968
01007 ASST CITY ENGINEER	01	3,423.68 1,580.16 19.752	3,594.93 1,659.20 20.740	3,774.68 1,742.16 21.777	3,963.44 1,829.28 22.866	4,161.56 1,920.72 24.009
01008 ASST CITY MANAGER	01	4,087.89 1,886.72 23.584	4,292.25 1,981.04 24.763	4,506.84 2,080.08 26.001	4,732.17 2,184.08 27.301	4,968.77 2,293.28 28.666
01009 ASST CITY MGR COM DEV	01	3,884.57 1,792.88 22.411	4,078.88 1,882.56 23.532	4,282.89 1,976.72 24.709	4,496.96 2,075.52 25.944	4,721.77 2,179.28 27.241
01010 ASST CITY TREASURER	01	2,204.45 1,017.44 12.718	2,314.69 1,068.32 13.354	2,430.48 1,121.76 14.022	2,551.99 1,177.84 15.723	2,679.56 1,236.72 16.459
01016 ASST DIR OF COMM CTR	01	2,781.65 1,283.84 16.048	2,920.67 1,348.00 16.850	3,066.61 1,415.36 17.692	3,220.01 1,486.16 18.577	3,381.04 1,560.48 19.506
01012 ASST DIR OF COMM SVCS	01	2,953.95 1,363.36 17.042	3,101.63 1,431.52 17.894	3,256.76 1,503.12 18.789	3,419.52 1,578.24 19.728	3,590.43 1,657.12 20.714
01118 ASST FINANCE DIRECTOR	01	2,953.95 1,363.36 17.042	3,101.63 1,431.52 17.894	3,256.76 1,503.12 18.789	3,419.52 1,578.24 19.728	3,590.43 1,657.12 20.714
01077 CHIEF OF SAFETY & TRAIN	01	2,280.37 1,052.48 13.156	2,394.43 1,105.12 13.814	2,514.20 1,160.40 14.505	2,639.87 1,218.40 15.230	2,771.95 1,279.36 15.992

CITY OF SACRAMENTO
PAYROLL/PERSONNEL SYSTEM

REPORT NUMBER Z31R7000-B

1981-82 SALARY SCHEDULE

PROCESSING DATE 01/28/82

MANAGEMENT (NON-REPRESENTED)

EMPLOYEE CLASSIFICATION	REP UNIT	STEP A	STEP B	STEP C	STEP D	STEP E
01115 CITIZENS ASST OFF	01	2,781.65 1,283.84 16.048	2,920.67 1,348.00 16.850	3,066.61 1,415.36 17.692	3,220.01 1,486.16 18.577	3,381.04 1,560.48 19.506
01038 CITY ATTORNEY	01	3,884.57 1,792.88 22.411	4,078.88 1,882.56 23.532	4,282.89 1,976.72 24.709	4,496.96 2,075.52 25.944	4,721.77 2,179.28 27.241
01039 CITY CLERK	01	2,505.19 1,156.24 14.453	2,630.51 1,214.08 15.176	2,762.07 1,274.80 15.935	2,900.21 1,338.56 16.732	3,045.29 1,405.52 17.569
01041 CITY ENGINEER	01	3,884.57 1,792.88 22.411	4,078.88 1,882.56 23.532	4,282.89 1,976.72 24.709	4,496.96 2,075.52 25.944	4,721.77 2,179.28 27.241
01042 CITY MANAGER	01	4,690.23 2,164.72 27.059	4,924.75 2,272.96 28.412	5,171.05 2,386.64 29.833	5,429.67 2,506.00 31.325	5,701.11 2,631.28 32.891
01043 CITY TREASURER	01	3,490.41 1,610.96 20.137	3,664.96 1,691.52 21.144	3,848.17 1,776.08 22.201	4,040.57 1,864.88 23.311	4,242.68 1,958.16 24.477
01040 CITY-CO LIBRARIAN	01	3,357.12 1,549.44 19.368	3,524.91 1,626.88 20.336	3,701.19 1,708.24 21.353	3,886.31 1,793.68 22.421	4,080.61 1,883.36 23.542
01046 DATA PROCESSING DIRECTOR	01	3,270.28 1,509.36 18.867	3,433.73 1,584.80 19.810	3,605.33 1,664.00 20.800	3,785.60 1,747.20 21.840	3,974.88 1,834.56 22.932
01048 DEP CITY ATTORNEY I	01	2,147.25 991.04 12.388	2,254.55 1,040.56 13.007	2,367.21 1,092.56 13.657	2,485.60 1,147.20 14.340	2,609.88 1,204.56 15.057
01049 DEP CITY ATTORNEY II	01	2,551.81 1,177.76 14.722	2,679.39 1,236.64 15.458	2,813.37 1,298.48 16.231	2,954.12 1,363.44 17.043	3,101.80 1,431.60 17.895
01050 DEP CITY ATTORNEY III	01	2,953.95 1,363.36 17.042	3,101.63 1,431.52 17.894	3,256.76 1,503.12 18.769	3,419.52 1,578.24 19.728	3,590.43 1,657.12 20.714
01110 DEP CITY ATTORNEY IV	01	3,270.28 1,509.36 18.867	3,433.73 1,584.80 19.810	3,605.33 1,664.00 20.800	3,785.60 1,747.20 21.840	3,974.88 1,834.56 22.932
01052 DEP CITY CLERK	01	1,340.39 618.64 7.733	1,407.47 649.60 8.120	1,477.84 682.08 8.526	1,551.68 716.16 8.952	1,629.33 752.00 9.400
01124 DEP CITY ENGINEER	01	3,361.80 1,551.60 19.395	3,529.93 1,629.20 20.365	3,706.39 1,710.64 21.383	3,891.68 1,795.16 22.452	4,086.33 1,886.00 23.575
01064 DIR OF COMM CTR	01	3,490.41 1,610.96 20.137	3,664.96 1,691.52 21.144	3,848.17 1,776.08 22.201	4,040.57 1,864.88 23.311	4,242.68 1,958.16 24.477
01055 DIR OF COMM SERVICES	01	3,594.41 1,658.96 20.737	3,774.16 1,741.92 21.774	3,962.92 1,829.04 22.863	4,161.04 1,920.48 24.006	4,369.04 2,016.48 25.206

C I T Y O F S A C R A M E N T O
PAYROLL/PERSONNEL SYSTEM

REPORT NUMBER Z31R7000-B

1981-82 SALARY SCHEDULE

PROCESSING DATE 01/29/82

MANAGEMENT (NON-REPRESENTED)

.... EMPLOYEE CLASSIFICATION	REP UNIT SCHEDULED MONTHLY/BI-WEEKLY/HOURLY RATES				
CODE TITLE		STEP A STEP B STEP C STEP D STEP E				
01056 DIR OF EMP RELATIONS	01	3,490.41 1,610.96 20.137	3,664.96 1,691.52 21.144	3,848.17 1,776.08 22.201	4,040.57 1,864.88 23.311	4,242.68 1,958.16 24.477
01057 DIR OF GENERAL SERVICES	01	3,490.41 1,610.96 20.137	3,664.96 1,691.52 21.144	3,848.17 1,776.08 22.201	4,040.57 1,864.88 23.311	4,242.68 1,958.16 24.477
01054 DIR OF PERSONNEL	01	3,490.41 1,610.96 20.137	3,664.96 1,691.52 21.144	3,848.17 1,776.08 22.201	4,040.57 1,864.88 23.311	4,242.68 1,958.16 24.477
01112 EMPLOYEE RELATIONS REP I	01	1,717.56 792.72 9.909	1,803.36 832.32 10.404	1,893.49 873.92 10.924	1,988.13 917.60 11.470	2,087.63 963.52 12.044
01113 EMPLOYEE RELATIONS REP II	01	1,926.60 889.20 11.115	2,022.97 933.68 11.671	2,124.20 980.40 12.255	2,230.45 1,029.44 12.868	2,341.91 1,080.88 13.511
01060 EMPLOYEE SVCS MGR	01	2,654.25 1,225.04 15.313	2,787.03 1,286.32 16.079	2,926.39 1,350.64 16.883	3,072.68 1,418.16 17.727	3,226.25 1,489.04 18.613
01053 FINANCE DIRECTOR	01	3,490.41 1,610.96 20.137	3,664.96 1,691.52 21.144	3,848.17 1,776.08 22.201	4,040.57 1,864.88 23.311	4,242.68 1,958.16 24.477
01062 FIRE CHIEF	01	3,594.41 1,658.96 20.737	3,774.16 1,741.92 21.774	3,962.92 1,829.04 22.863	4,161.04 1,920.48 24.006	4,369.04 2,016.48 25.206
01015 MANAGEMENT ANALYST I	01	1,717.56 792.72 9.909	1,803.36 832.32 10.404	1,893.49 873.92 10.924	1,988.13 917.60 11.470	2,087.63 963.52 12.044
01027 MANAGEMENT ANALYST II	01	2,015.35 930.16 11.627	2,116.05 976.64 12.208	2,221.79 1,025.44 12.818	2,332.89 1,076.72 13.459	2,449.55 1,130.56 14.132
01070 PERSONNEL SVCS MGR	01	2,654.25 1,225.04 15.313	2,787.03 1,286.32 16.079	2,926.39 1,350.64 16.883	3,072.68 1,418.16 17.727	3,226.25 1,489.04 18.613
01071 PLANNING DIRECTOR	01	3,490.41 1,610.96 20.137	3,664.96 1,691.52 21.144	3,848.17 1,776.08 22.201	4,040.57 1,864.88 23.311	4,242.68 1,958.16 24.477
01074 POLICE CHIEF	01	3,998.80 1,845.60 23.070	4,198.83 1,937.92 24.224	4,478.73 2,034.80 25.435	4,629.21 2,136.56 26.707	4,860.61 2,243.36 28.042
01116 PUBLIC INFO OFF	01	2,015.35 930.16 11.627	2,116.05 976.64 12.208	2,221.79 1,025.44 12.818	2,332.89 1,076.72 13.459	2,449.55 1,130.56 14.132
C1129 RISK MANAGER	01	2,654.25 1,225.04 15.313	2,787.03 1,286.32 16.079	2,926.39 1,350.64 16.883	3,072.68 1,418.16 17.727	3,226.25 1,489.04 18.613
01119 SK EMPL REL REP	01	2,280.37 1,052.48 13.156	2,394.43 1,105.12 13.814	2,514.20 1,160.40 14.505	2,639.87 1,218.40 15.230	2,771.95 1,279.36 15.992

C I T Y O F S A C R A M E N T O
 PAYROLL/PERSONNEL SYSTEM

REPORT NUMBER Z31R7000-B

1981-82 SALARY SCHEDULE

PROCESSING DATE 01/28/82

MANAGEMENT (NON-REPRESENTED)

..... EMPLOYEE CLASSIFICATION		REP SCHEDULED MONTHLY/BI-WEEKLY/HOURLY RATES				
CODE	TITLE	UNIT	STEP A	STEP B	STEP C	STEP D	STEP E
01084	SR MGMT ANALYST	01	2,505.19 1,156.24 14.453	2,630.51 1,214.06 15.176	2,762.07 1,274.80 15.935	2,900.21 1,338.56 16.732	3,045.29 1,405.52 17.569
01129	ASST CITY MGR/EXEC DIR	01	4,087.89 1,886.72 23.584	4,292.25 1,981.04 24.763	4,506.84 2,080.08 26.001	4,732.17 2,184.08 27.301	4,968.77 2,293.28 28.666

RESOLUTION NO. 82-069

ADOPTED BY THE SACRAMENTO CITY COUNCIL ON DATE OF
February 2, 1982

A RESOLUTION APPROVING THE CITY MANAGER'S
REPORT DATED FEBRUARY 2, 1982, RELATING TO
1982 ADJUSTMENTS TO UNREPRESENTED MANAGEMENT
SALARIES AND BENEFITS

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO that:

The City Manager's report dated February 2, 1982,
relating to 1982 adjustments to unrepresented management salaries
and benefits, a copy of which is attached hereto, is hereby
approved in full.

MAYOR

ATTEST:

CITY CLERK

APPROVED
BY THE CITY COUNCIL
FEB 2 1982
OFFICE OF THE
CITY CLERK

RESOLUTION NO. 82-070

ADOPTED BY THE SACRAMENTO CITY COUNCIL ON DATE OF

A RESOLUTION AMENDING RESOLUTION
NO. 81-885 ADOPTED DECEMBER 1, 1981,
RELATING TO EMPLOYER-EMPLOYEE
RELATIONS

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:

SECTION I.

Exhibit "A", Item B of Resolution 81-885, adopted December 1, 1981,
is hereby amended by adding thereto the classification as set forth
below:

Assistant City Manager/Executive Director

MAYOR

ATTEST:

CITY CLERK

APPROVED
BY THE CITY COUNCIL
FEB 2 1982
OFFICE OF THE
CITY CLERK

RESOLUTION NO. 82-071

ADOPTED BY THE SACRAMENTO CITY COUNCIL ON DATE OF

A RESOLUTION AMENDING RESOLUTION NO. 75-164
RELATING TO THE DESIGNATION OF EXEMPT EMPLOYEES

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:

SECTION I.

Resolution No. 75-164 is hereby amended effective immediately by adding the following classification to the list of exempt classifications:

CITY MANAGER

Assistant City Manager/Executive Director

MAYOR

ATTEST:

CITY CLERK

APPROVED
BY THE CITY COUNCIL
FEB 2 1982
OFFICE OF THE
CITY CLERK