



Office of the City Manager

CONSENT CALENDAR
June 13, 2017

To: Honorable Mayor and Members of the City Council
From: Dee Williams-Ridley, City Manager
Submitted by: Sarah Reynoso, Director of Human Resources
Subject: Unrepresented Employees: Amendment to Cost of Living Adjustment

RECOMMENDATION

Adopt a new Classification and Salary Resolution for Unrepresented employees in Unit X-2 (Hourly employees) except daily rated camp classifications, Z-1 (Confidential and Executive Management Employees); Z-2 (Confidential Management Employees); Z-3 (Confidential Clerical Employees); Z-4 (non-benefited Legislative Analysts); Z-6 (benefited Legislative Analysts); and Z-9 (Unrepresented at-will positions in the Rent Stabilization Program), required by the delay from June 4, 2017 to December 31, 2017, of the implementation of certain sub-sections in Section 8.4 (Public Employees' Retirement System) of the Unrepresented Employee Manual regarding employee pension contribution and rescind Resolution No. 67,237-N.S. and Resolution No. 67,339-N.S.

FISCAL IMPACTS OF RECOMMENDATION

None.

CURRENT SITUATION AND ITS EFFECTS

On September 15, 2015, the City Council adopted Resolution No. 67,184-N.S. to approve a new three (3) year Memorandum Agreement with the Service Employees International Union, Local 1021 Maintenance and Clerical Chapters (SEIU Local 1021MC) Memorandum Agreement (MA). Generally, it has been a longstanding policy of the City to provide the unrepresented employees benefits similar to those approved for represented employees in order to maintain internal equity and external competitiveness. As a result, both the Unrepresented Employee Manual and the MA included a provision that provides for the sharing of costs for retirement benefits by all employees, both Classic and New Members, as defined under the Public Employees' Pension Reform Act of 2013 (PEPRA).

The implementation of the cost-share is staggered, with the first cost-share provision effective June 4, 2017 (Salary increase of 0.69% offset by CalPERS contribution of 1.0% toward the City's CalPERS employer share of pension through a 20516 CalPERS contract amendment). The second cost-share provision effective December 31, 2017

(Salary increase of 4.89% offset by an additional 7.0% CalPERS contribution toward the City's CalPERS employer share of pension through a 20516 CalPERS contract amendment).

In April, after representatives of the SEIU Local 1021MC raised questions related to the impact of the cost-share provisions, the City and the Union agreed to delay implementation of the June 4, 2017 cost sharing provision to December 31, 2017. Therefore, similar to the SEIU Local 1021MC Agreement, for Unrepresented employees the result is that effective December 1, 2017, all employees, Classic and New Members, will contribute 8.0% toward the City's CalPERS employer share of pension through a 20516 CalPERS contract amendment in exchange for a salary increase of 5.58%.

BACKGROUND

On October 27, 2015, Council approved Resolution No. 67,238-N.S. (Unrepresented Employee Manual) and Resolution No. 67,237-N.S. (Unrepresented Employees Cost of Living Adjustment) that establishes rules governing working conditions, benefits and compensation for unrepresented career benefitted, regular at-will employees, and hourly employees. The Unrepresented Employee Manual has been amended from time to time to align unrepresented employees with the benefit provided to represented employees (October 18, 2016, Council approved Resolution No. 67,709-N.S. and most recently on May 30, 2017, Council approved revisions to the Unrepresented Employee Manual Amendment).

Similar to the SEIU Local 1021 Agreement, one of the City's goals incorporated into the Unrepresented Employee Manual was for employees to pay a share of City's costs for CalPERS retirement benefits. The Unrepresented Employee Manual includes provisions that allow employees to contribute towards the City's CalPERS employer share of pension through a 20516 CalPERS contract amendment. Employees would pay one percent (1.0%) effective June 4, 2017; and an additional seven percent (7.0%) effective December 31, 2017, for a total of eight percent (8.0%) of the City's CalPERS employer share of pension made by employees on an ongoing and permanent basis.

In early April 2017, representatives of the SEIU Local 1021MC raised questions regarding the meaning and impact of the cost-share provisions to their members. To allow the City and the Union time to meet in good faith and discuss the matter, the City and the Union reached tentative agreement to delay the June 4, 2017 employee cost-share (.069% salary increase, offset by the one percent (1.0%) of the City's CalPERS employer share of pension cost) to December 31, 2017. Given that the Unrepresented Employee Manual mirrors the SEIU Local 1021MC Agreement, the Unrepresented June 4, 2017 employee cost-share (.069% salary increase, offset by the one percent (1.0%) of the City's CalPERS employer share of pension cost) was likewise delayed to December 31, 2017.

As a result, effective December 31, 2017, Unrepresented employees will pick up eight percent (8.0%) of the City's CalPERS employer share of pension cost offset by a total of 5.58% salary increase. The employee pick up of the employer share of pension cost will

be made through a 20516 CalPERS contract amendment which allows the employee to make the contribution on a pre-tax basis and deposited in the employees' CalPERS' employee (not the City's) account.

ENVIRONMENTAL SUSTAINABILITY

There are no identifiable environmental effects or opportunities associated with the subject of this report.

RATIONALE FOR RECOMMENDATION

In general, it has been a longstanding policy of the City to approve salary and benefit changes for unrepresented employees that are similar to those approved for represented employees in order to maintain internal equity and external competitiveness. The salary resolution in this recommendation is consistent with the similar agreement reached with SEIU Local 1021MC to delay the June 4, 2017 cost-share to December 31, 2017.

ALTERNATIVE ACTIONS CONSIDERED

Implement the June 4, 2017 salary increase of 0.69% and in exchange for employees contributing 1.0% toward the City's CalPERS employer share of pension through a 20516 CalPERS amendment.

CONTACT PERSON

Sarah Reynoso, Director of Human Resources, 981-6807
Margarita Zamora, Employee Relations Manager, 981-6821

Attachments:

- 1: Resolution
 - A. Amended Salary Resolution - Unrepresented Employees in Units X-1; X-2; Z-1; Z-2; Z-3; Z-4; Z-6; and Z-9

RESOLUTION NO. ##,###-N.S.

APPROVING A NEW CLASSIFICATION AND SALARY RESOLUTION FOR
UNREPRESENTED EMPLOYEES AND RESCINDING RESOLUTION NO. 67,237-N.S.
AND RESOLUTION NO. 67,339-N.S.

WHEREAS, under the City Charter Section 32, the City Council is responsible to fix the compensation of all officers and employees of the City on recommendation of the City Manager; and

WHEREAS, the City recently agreed with Service Employees International Union, Local 1021 Maintenance and Clerical Chapters (SEIU Local 1021MC) to delay implementation of the June 4, 2017 cost sharing provision to December 31, 2017; and

WHEREAS, the City Manager is recommending the same delayed implementation of the June 4, 2017 cost sharing provision to December 1, 2017 for all unrepresented employees, Classic and New Members, allowing unrepresented employees to contribute 8.0% toward the City's CalPERS employer share of pension through a 20516 CalPERS contract amendment in exchange for a salary increase of 5.58%.

WHEREAS, it is necessary for the City Council to adopt a new Classification and Salary Resolution to reflect the salary adjustments resulting from the delay to December 31, 2017, the implementation of the June 4, 2017 cost sharing provision (0.69% salary increase, offset by the one percent (1.0%) employee cost-share of the City's CalPERS employer share of pension cost) stipulated in Section 8.3 (Public Employees Retirement System).

NOW THEREFORE, BE IT RESOLVED that the Council of the City of Berkeley adopts a new Classification and Salary Resolution for Unrepresented employees in Unit X-2 (Hourly employees) except daily rated camp classifications, Z-1 (Confidential and Executive Management Employees); Z-2 (Confidential Management Employees); Z-3 (Confidential Clerical Employees); Z-4 (non-benefited Legislative Analysts); Z-6 (benefited Legislative Analysts); and Z-9 (Unrepresented at-will positions in the Rent Stabilization Program), required by the delay from June 4, 2017 to December 31, 2017, of the implementation of certain sub-sections in Section 8.4 (Public Employees' Retirement System) of the Unrepresented Employee Manual regarding employee pension contribution, as shown in Exhibit A (June 18, 2017); Exhibit B (December 31, 2017); Exhibit C (December 31, 2017) attached hereto and made a part thereof.

BE IT FURTHER RESOLVED that Resolution No. 67,237-N.S. and Resolution No. 67,339-N.S. are hereby rescinded.

Exhibits

- A: Unrepresented Employees Salary Ranges in Effect from June 18, 2017 through December 30, 2017

- B: Unrepresented Employees Salary Ranges in Effective December 31, 2017 through June 16, 2018
- C: Unrepresented Employees Salary Ranges in Effective December 31, 2017 through June 16, 2018

EXHIBIT A

**Unrepresented Employees
Salary Ranges in Effect from June 18, 2017 through December 31, 2017
(1.5% Cost of Living Adjustment)**

In addition to the COLA, and similar to the SEIU Local 1021MC Memorandum Agreement, each step of the following classifications received an additional \$50: Accounting Office Specialist II; Accounting Office Specialist III; and Accounting Office Supervisor.

JOB CODE	REP UNIT	CLASSIFICATION TITLE	FLSA	STEP A	STEP B	STEP C	STEP D	STEP E
13501	Z6	Accounting Manager	E	9250	9711	10197	10706	11241
42391	Z3	Accounting Office Specialist II	N	0	0	4792	5030	5261
42401	Z3	Accounting Office Specialist III	N	0	0	5474	5738	6006
42431	Z3	Accounting Office Specialist Supervisor	N	5537	5838	6147	6467	6773
14631	Z2	Administrative & Fiscal Services Manager	E	8122	8529	8954	9404	9873
14631	Z2	Administrative & Fiscal Services Manager (Step F)	E	10358	0	0	0	0
41071	Z3	Administrative Assistant	N	5436	5737	6046	6366	6673
23180	Z2	Administrative Hearing Examiner	E	7597	7959	8353	8762	9183
46130	Z3	Administrative Secretary	N	5551	5801	6075	6362	6651
28130	Z2	Administrative Staff Assistant	N	5707	6023	6349	6675	7006
65190	Z6	Aquatics Specialist I	N	2411	2532	2670	2813	2960
65540	Z2	Aquatics Specialist II	N	0	0	0	3896	4223
12130	Z1	Assistant City Attorney	E	11149	0	0	0	14916
14610	Z2	Assistant City Clerk	E	7860	8235	8645	9069	9502
11180	Z1	Assistant City Manager	E	12554	0	0	0	17258
27040	Z2	Assistant Human Resources Analyst	N	5934	6231	6544	6873	7217
28091	Z2	Assistant Management Analyst	N	5733	5978	6223	6480	6760
18010	Z1	Assistant to the City Manager	E	9671	0	0	0	12710
28880	Z2	Assistant to the Mayor	E	6307	0	0	0	11863
27030	Z2	Associate Human Resources Analyst	E	7356	7688	8079	8455	8855
28101	Z2	Associate Management Analyst	N	7108	7416	7751	8090	8439
13010	Z1	Audit Manager	E	8760	0	0	0	11468
27070	Z2	Benefits Specialist	N	6680	7014	7367	7732	8053
13230	Z1	Budget Manager	E	10202	0	0	0	13647
51050	Z6	Camp Maintenance Mechanic	N	5425	0	0	0	6467
14201	Z6	Camp Manager	E	5477	5751	6038	6341	6657
13200	Z1	Capital Improvement Programs Manager	E	11149	0	0	0	14916
81680	X2	CERT Instructor	N	0	0	0	0	31
11070	Z1	City Attorney	E	13245	0	0	0	17861
11020	Z1	City Auditor	E	0	0	0	0	13179
11200	Z1	City Clerk	E	12186	0	0	0	16752
11010	Z1	City Manager	E	0	0	0	0	22639
28141	Z6	Community Services Specialist III	E	7863	8239	8645	9068	9506
23020	Z2	Deputy City Attorney I	E	7687	8087	8513	8964	9441
23030	Z2	Deputy City Attorney II	E	9120	9719	10228	10771	11344
23110	Z2	Deputy City Attorney III	E	11585	12192	12533	13193	13895

City of Berkeley Unrepresented Employee Manual Amendment

JOB CODE	REP UNIT	CLASSIFICATION TITLE	FLSA	STEP A	STEP B	STEP C	STEP D	STEP E
13660	Z1	Deputy City Auditor for Payroll Management	E	9671	0	0	0	12710
12190	Z1	Deputy City Clerk	E	9671	0	0	0	12710
11030	Z1	Deputy City Manager	E	14174	0	0	0	19480
12270	Z1	Deputy Director of Finance	E	9671	0	0	0	12710
12320	Z1	Deputy Director of Health, Housing and Community Services	E	10509	0	0	0	14059
12260	Z1	Deputy Director of Human Resources	E	9671	0	0	0	12710
12110	Z1	Deputy Director of Library Services	E	9671	0	0	0	12710
12280	Z1	Deputy Director of Parks, Recreation and Waterfront	E	10509	0	0	0	14059
12300	Z1	Deputy Director of Planning	E	10509	0	0	0	14059
12050	Z1	Deputy Director of Public Works	E	10509	0	0	0	14059
12090	Z1	Deputy Director of Public Works (Reg)	E	10509	0	0	0	14059
12310	Z9	Deputy Director Rent Stabilization Program	E	9671	0	0	0	12710
12040	Z1	Deputy Fire Chief	E	14023	0	0	0	17015
28970	Z2	Digital Communications Coordinator	E	7569	7968	8387	8828	9293
11040	Z1	Director of Finance	E	12186	0	0	0	16752
11130	Z1	Director of Health, Housing and Community Services	E	12691	0	0	0	17463
11080	Z1	Director of Human Resources	E	12186	0	0	0	16752
11270	Z1	Director of Information Technology	E	12186	0	0	0	16752
11150	Z1	Director of Library Services	E	12186	0	0	0	16752
11120	Z1	Director of Parks, Recreation and Waterfront	E	12700	0	0	0	17463
11240	Z1	Director of Planning	E	12186	0	0	0	16752
11110	Z1	Director of Public Works	E	12700	0	0	0	17463
42920	Z2	Drafting Aide	N	0	0	3826	4059	4383
13740	Z1	Economic Development Manager	E	10823	0	0	0	14478
14170	Z1	Emergency Services Manager	E	9445	0	0	0	12271
14020	Z1	Employee Relations Manager	E	9445	0	0	0	12271
27180	Z2	Equal Employment Opportunity and Diversity Officer	E	7817	8191	8593	9013	9447
11210	Z5	Executive Director Rent Board	E	0	0	0	0	16752
11050	Z1	Fire Chief	E	13612	0	0	0	18706
12230	Z1	Health Officer	E	14653	0	0	0	16642
12240	Z1	Health Officer (Cert)	E	15423	0	0	0	17520
13800	Z1	Human Resources Manager	E	9436	0	0	0	12263
47010	Z3	Human Resources Technician	N	5545	5851	6169	6494	6808
12210	Z1	Information Systems Manager	E	10117	10613	11120	11669	12226
36051	Z3	Information Systems Support Technician	N	5366	5564	5771	5985	6211
13130	Z2	Infrastructure Maintenance Manager	E	0	0	10927	0	14206
99010	X2	Intern	N	0	18	20	23	26
25910	X2	Juvenile Bureau Counselor	N	0	0	0	0	27
66160	X2	Kennel Attendant	N	0	0	26	27	27
23100	X2	Law Clerk	N	0	0	28	30	32
43010	Z3	Legal Office Supervisor	N	6248	6536	6862	7162	7494
46330	Z3	Legal Secretary	N	0	0	5444	5733	5878

City of Berkeley Unrepresented Employee Manual Amendment

JOB CODE	REP UNIT	CLASSIFICATION TITLE	FLSA	STEP A	STEP B	STEP C	STEP D	STEP E
28920	Z6	Legislative Assistant	N	0	0	2588	0	6210
26330	X2	Library Literacy Instructor	N	32	33	35	37	39
71311	Z6	Marina Assistant Unrep	N	0	0	4950	5090	5249
24140	Z2	Occupational Health and Safety Officer	E	7592	7950	8345	8754	9176
24150	Z2	Occupational Health and Safety Specialist	N	6680	7014	7367	7732	8054
47041	Z3	Office Specialist I	N	0	0	4001	4210	4407
47031	Z3	Office Specialist II	N	0	0	4691	4929	5160
47051	Z3	Office Specialist III	N	0	0	5373	5637	5905
47081	Z3	Office Specialist Supervisor	N	5436	5737	6046	6366	6673
49030	Z2	Paralegal	N	5668	5933	6225	6503	6792
24290	X1	Physician		0	0	0	0	90
11100	Z1	Police Chief	E	14174	0	0	0	19480
71140	Z2	Police Officer Recruit	N	0	0	0	0	6297
28780	Z2	Police Review Commission Investigator	N	7310	7655	8030	8404	8811
14730	Z1	Police Review Commission Officer	E	9445	0	0	0	12271
24580	Z1	Psychiatrist Supervisor	E	16194	0	0	0	18395
13550	X2	Public Health Program Physician		63	67	70	73	77
71210	X2	School Crossing Guard	N	0	0	0	0	23
46010	Z3	Secretary to the City Manager	N	6219	6513	6839	7153	7488
21191	Z2	Senior Accountant	E	7540	7898	8292	8701	9115
65590	Z2	Senior Aquatics Specialist	N	0	0	0	4517	4814
28011	Z6	Senior Buyer	N	6400	6703	7012	7352	7690
27160	Z2	Senior Human Resources Analyst	E	8162	8548	8973	9411	9862
46050	Z3	Senior Legal Secretary	N	5668	5933	6225	6503	6792
28111	Z2	Senior Management Analyst	E	7860	8235	8645	9069	9502
23150	Z2	Staff Attorney I	E	7687	8087	8513	8964	9441
23160	Z2	Staff Attorney II	E	9120	9719	10228	10771	11344
23170	Z2	Staff Attorney III	E	11583	12192	12533	13194	13894
65430	Z6	Swim Center Manager	N	0	0	0	4778	5083
27120	Z2	Training Officer	E	8580	9018	9463	9923	10388
67200	X2	Vegetation Reduction Supervisor	N	0	0	0	0	35
27050	Z2	Workers' Compensation Analyst	N	7356	7688	8079	8455	8855

**Salary Ranges as of December 31, 2017
(0.69% Salary Increase)**

JOB CODE	REP UNIT	CLASSIFICATION TITLE	FLSA	STEP A	STEP B	STEP C	STEP D	STEP E
13501	Z6	Accounting Manager	E	9314	9778	10267	10780	11319
42391	Z3	Accounting Office Specialist II	N	0	0	4825	5065	5297
42401	Z3	Accounting Office Specialist III	N	0	0	5512	5778	6047
42431	Z3	Accounting Office Specialist Supervisor	N	5575	5878	6189	6512	6820
14631	Z2	Administrative & Fiscal Services Manager	E	8178	8588	9016	9469	9941
14631	Z2	Administrative & Fiscal Services Manager (Step F)	E	10429	0	0	0	0
41071	Z3	Administrative Assistant	N	5474	5777	6088	6410	6719
23180	Z2	Administrative Hearing Examiner	E	7649	8014	8411	8822	9246
46130	Z3	Administrative Secretary	N	5589	5841	6117	6406	6697
28130	Z2	Administrative Staff Assistant	N	5746	6065	6393	6721	7054
65190	Z6	Aquatics Specialist I	N	2428	2549	2688	2832	2980
65540	Z2	Aquatics Specialist II	N	0	0	0	3923	4252
12130	Z1	Assistant City Attorney	E	11226	0	0	0	15019
14610	Z2	Assistant City Clerk	E	7914	8292	8705	9132	9568
11180	Z1	Assistant City Manager	E	12641	0	0	0	17377
27040	Z2	Assistant Human Resources Analyst	N	5975	6274	6589	6920	7267
28091	Z2	Assistant Management Analyst	N	5773	6019	6266	6525	6807
18010	Z1	Assistant to the City Manager	E	9738	0	0	0	12798
28880	Z2	Assistant to the Mayor	E	6351	0	0	0	11945
27030	Z2	Associate Human Resources Analyst	E	7407	7741	8135	8513	8916
28101	Z2	Associate Management Analyst	N	7157	7467	7804	8146	8497
13010	Z1	Audit Manager	E	8820	0	0	0	11547
27070	Z2	Benefits Specialist	N	6726	7062	7418	7785	8109
13230	Z1	Budget Manager	E	10272	0	0	0	13741
51050	Z6	Camp Maintenance Mechanic	N	5462	0	0	0	6512
14201	Z6	Camp Manager	E	5515	5791	6080	6385	6703
13200	Z1	Capital Improvement Programs Manager	E	11226	0	0	0	15019
11070	Z1	City Attorney	E	13336	0	0	0	17984
11020	Z1	City Auditor	E	0	0	0	0	13270
11200	Z1	City Clerk	E	12270	0	0	0	16868
11010	Z1	City Manager	E	0	0	0	0	22795
28141	Z6	Community Services Specialist III	E	7917	8296	8705	9131	9572
23020	Z2	Deputy City Attorney I	E	7740	8143	8572	9026	9506
23030	Z2	Deputy City Attorney II	E	9183	9786	10299	10845	11422
23110	Z2	Deputy City Attorney III	E	11665	12276	12619	13284	13991
13660	Z1	Deputy City Auditor for Payroll Management	E	9738	0	0	0	12798
12190	Z1	Deputy City Clerk	E	9738	0	0	0	12798
11030	Z1	Deputy City Manager	E	14272	0	0	0	19614
12270	Z1	Deputy Director of Finance	E	9738	0	0	0	12798
12320	Z1	Deputy Director of Health, Housing and Community Services	E	10582	0	0	0	14156
12260	Z1	Deputy Director of Human Resources	E	9738	0	0	0	12798

City of Berkeley Unrepresented Employee Manual Amendment

JOB CODE	REP UNIT	CLASSIFICATION TITLE	FLSA	STEP A	STEP B	STEP C	STEP D	STEP E
12110	Z1	Deputy Director of Library Services	E	9738	0	0	0	12798
12280	Z1	Deputy Director of Parks, Recreation and Waterfront	E	10582	0	0	0	14156
12300	Z1	Deputy Director of Planning	E	10582	0	0	0	14156
12050	Z1	Deputy Director of Public Works	E	10582	0	0	0	14156
12090	Z1	Deputy Director of Public Works (Reg)	E	10582	0	0	0	14156
12310	Z9	Deputy Director Rent Stabilization Program	E	9738	0	0	0	12798
12040	Z1	Deputy Fire Chief	E	14120	0	0	0	17132
28970	Z2	Digital Communications Coordinator	E	7621	8023	8445	8889	9357
11040	Z1	Director of Finance	E	12270	0	0	0	16868
11130	Z1	Director of Health, Housing and Community Services	E	12779	0	0	0	17583
11080	Z1	Director of Human Resources	E	12270	0	0	0	16868
11270	Z1	Director of Information Technology	E	12270	0	0	0	16868
11150	Z1	Director of Library Services	E	12270	0	0	0	16868
11120	Z1	Director of Parks, Recreation and Waterfront	E	12788	0	0	0	17583
11240	Z1	Director of Planning	E	12270	0	0	0	16868
11110	Z1	Director of Public Works	E	12788	0	0	0	17583
42920	Z2	Drafting Aide	N	0	0	3852	4087	4413
13740	Z1	Economic Development Manager	E	10898	0	0	0	14578
14170	Z1	Emergency Services Manager	E	9510	0	0	0	12356
14020	Z1	Employee Relations Manager	E	9510	0	0	0	12356
27180	Z2	Equal Employment Opportunity and Diversity Officer	E	7871	8248	8652	9075	9512
11210	Z5	Executive Director Rent Board	E	0	0	0	0	16868
11050	Z1	Fire Chief	E	13706	0	0	0	18835
12230	Z1	Health Officer	E	14754	0	0	0	16757
12240	Z1	Health Officer (Cert)	E	15529	0	0	0	17641
13800	Z1	Human Resources Manager	E	9501	0	0	0	12348
47010	Z3	Human Resources Technician	N	5583	5891	6212	6539	6855
12210	Z1	Information Systems Manager	E	10187	10686	11197	11750	12310
36051	Z3	Information Systems Support Technician	N	5403	5602	5811	6026	6254
13130	Z2	Infrastructure Maintenance Manager	E	0	0	11002	0	14304
43010	Z3	Legal Office Supervisor	N	6291	6581	6909	7211	7546
46330	Z3	Legal Secretary	N	0	0	5482	5773	5919
28920	Z6	Legislative Assistant	N	0	0	2606	0	6253
71311	Z6	Marina Assistant Unrep	N	0	0	4984	5125	5285
24140	Z2	Occupational Health and Safety Officer	E	7644	8005	8403	8814	9239
24150	Z2	Occupational Health and Safety Specialist	N	6726	7062	7418	7785	8110
47041	Z3	Office Specialist I	N	0	0	4029	4239	4437
47031	Z3	Office Specialist II	N	0	0	4723	4963	5196
47051	Z3	Office Specialist III	N	0	0	5410	5676	5946
47081	Z3	Office Specialist Supervisor	N	5474	5777	6088	6410	6719
49030	Z2	Paralegal	N	5707	5974	6268	6548	6839
11100	Z1	Police Chief	E	14272	0	0	0	19614
71140	Z2	Police Officer Recruit	N	0	0	0	0	6340
28780	Z2	Police Review Commission Investigator	N	7360	7708	8085	8462	8872

City of Berkeley Unrepresented Employee Manual Amendment

JOB CODE	REP UNIT	CLASSIFICATION TITLE	FLSA	STEP A	STEP B	STEP C	STEP D	STEP E
14730	Z1	Police Review Commission Officer	E	9510	0	0	0	12356
24580	Z1	Psychiatrist Supervisor	E	16306	0	0	0	18522
46010	Z3	Secretary to the City Manager	N	6262	6558	6886	7202	7540
21191	Z2	Senior Accountant	E	7592	7952	8349	8761	9178
65590	Z2	Senior Aquatics Specialist	N	0	0	0	4548	4847
28011	Z6	Senior Buyer	N	6444	6749	7060	7403	7743
27160	Z2	Senior Human Resources Analyst	E	8218	8607	9035	9476	9930
46050	Z3	Senior Legal Secretary	N	5707	5974	6268	6548	6839
28111	Z2	Senior Management Analyst	E	7914	8292	8705	9132	9568
23150	Z2	Staff Attorney I	E	7740	8143	8572	9026	9506
23160	Z2	Staff Attorney II	E	9183	9786	10299	10845	11422
23170	Z2	Staff Attorney III	E	11663	12276	12619	13285	13990
65430	Z6	Swim Center Manager	N	0	0	0	4811	5118
27120	Z2	Training Officer	E	8639	9080	9528	9991	10460
27050	Z2	Workers' Compensation Analyst	N	7407	7741	8135	8513	8916

**Salary Ranges as of December 31, 2017
(4.89% Salary Increase)**

JOB CODE	REP UNIT	CLASSIFICATION TITLE	FLSA	STEP A	STEP B	STEP C	STEP D	STEP E
13501	Z6	Accounting Manager	E	9769	10256	10769	11307	11872
42391	Z3	Accounting Office Specialist II	N	0	0	5061	5313	5556
42401	Z3	Accounting Office Specialist III	N	0	0	5782	6061	6343
42431	Z3	Accounting Office Specialist Supervisor	N	5848	6165	6492	6830	7153
14631	Z2	Administrative & Fiscal Services Manager	E	8578	9008	9457	9932	10427
14631	Z2	Administrative & Fiscal Services Manager (Step F)	E	10939	0	0	0	0
41071	Z3	Administrative Assistant	N	5742	6059	6386	6723	7048
23180	Z2	Administrative Hearing Examiner	E	8023	8406	8822	9253	9698
46130	Z3	Administrative Secretary	N	5862	6127	6416	6719	7024
28130	Z2	Administrative Staff Assistant	N	6027	6362	6706	7050	7399
65190	Z6	Aquatics Specialist I	N	2547	2674	2819	2970	3126
65540	Z2	Aquatics Specialist II	N	0	0	0	4115	4460
12130	Z1	Assistant City Attorney	E	11775	0	0	0	15753
14610	Z2	Assistant City Clerk	E	8301	8697	9131	9579	10036
11180	Z1	Assistant City Manager	E	13259	0	0	0	18227
27040	Z2	Assistant Human Resources Analyst	N	6267	6581	6911	7258	7622
28091	Z2	Assistant Management Analyst	N	6055	6313	6572	6844	7140
18010	Z1	Assistant to the City Manager	E	10214	0	0	0	13424
28880	Z2	Assistant to the Mayor	E	6662	0	0	0	12529
27030	Z2	Associate Human Resources Analyst	E	7769	8120	8533	8929	9352
28101	Z2	Associate Management Analyst	N	7507	7832	8186	8544	8913
13010	Z1	Audit Manager	E	9251	0	0	0	12112
27070	Z2	Benefits Specialist	N	7055	7407	7781	8166	8506
13230	Z1	Budget Manager	E	10774	0	0	0	14413
51050	Z6	Camp Maintenance Mechanic	N	5729	0	0	0	6830
14201	Z6	Camp Manager	E	5785	6074	6377	6697	7031
13200	Z1	Capital Improvement Programs Manager	E	11775	0	0	0	15753
11070	Z1	City Attorney	E	13988	0	0	0	18863
11020	Z1	City Auditor	E	0	0	0	0	13919
11200	Z1	City Clerk	E	12870	0	0	0	17693
11010	Z1	City Manager	E	0	0	0	0	23910
28141	Z6	Community Services Specialist III	E	8304	8702	9131	9578	10040
23020	Z2	Deputy City Attorney I	E	8118	8541	8991	9467	9971
23030	Z2	Deputy City Attorney II	E	9632	10265	10803	11375	11981
23110	Z2	Deputy City Attorney III	E	12235	12876	13236	13934	14675
13660	Z1	Deputy City Auditor for Payroll Management	E	10214	0	0	0	13424
12190	Z1	Deputy City Clerk	E	10214	0	0	0	13424
11030	Z1	Deputy City Manager	E	14970	0	0	0	20573
12270	Z1	Deputy Director of Finance	E	10214	0	0	0	13424
12320	Z1	Deputy Director of Health, Housing and Community Services	E	11099	0	0	0	14848
12260	Z1	Deputy Director of Human Resources	E	10214	0	0	0	13424
12110	Z1	Deputy Director of Library Services	E	10214	0	0	0	13424
12280	Z1	Deputy Director of Parks, Recreation and Waterfront	E	11099	0	0	0	14848
12300	Z1	Deputy Director of Planning	E	11099	0	0	0	14848

City of Berkeley Unrepresented Employee Manual Amendment

JOB CODE	REP UNIT	CLASSIFICATION TITLE	FLSA	STEP A	STEP B	STEP C	STEP D	STEP E
12050	Z1	Deputy Director of Public Works	E	11099	0	0	0	14848
12090	Z1	Deputy Director of Public Works (Reg)	E	11099	0	0	0	14848
12310	Z9	Deputy Director Rent Stabilization Program	E	10214	0	0	0	13424
12040	Z1	Deputy Fire Chief	E	14810	0	0	0	17970
28970	Z2	Digital Communications Coordinator	E	7994	8415	8858	9324	9815
11040	Z1	Director of Finance	E	12870	0	0	0	17693
11130	Z1	Director of Health, Housing and Community Services	E	13404	0	0	0	18443
11080	Z1	Director of Human Resources	E	12870	0	0	0	17693
11270	Z1	Director of Information Technology	E	12870	0	0	0	17693
11150	Z1	Director of Library Services	E	12870	0	0	0	17693
11120	Z1	Director of Parks, Recreation and Waterfront	E	13413	0	0	0	18443
11240	Z1	Director of Planning	E	12870	0	0	0	17693
11110	Z1	Director of Public Works	E	13413	0	0	0	18443
42920	Z2	Drafting Aide	N	0	0	4040	4287	4629
13740	Z1	Economic Development Manager	E	11431	0	0	0	15291
14170	Z1	Emergency Services Manager	E	9975	0	0	0	12960
14020	Z1	Employee Relations Manager	E	9975	0	0	0	12960
27180	Z2	Equal Employment Opportunity and Diversity Officer	E	8256	8651	9075	9519	9977
11210	Z5	Executive Director Rent Board	E	0	0	0	0	17693
11050	Z1	Fire Chief	E	14376	0	0	0	19756
12230	Z1	Health Officer	E	15475	0	0	0	17576
12240	Z1	Health Officer (Cert)	E	16288	0	0	0	18504
13800	Z1	Human Resources Manager	E	9966	0	0	0	12952
47010	Z3	Human Resources Technician	N	5856	6179	6516	6859	7190
12210	Z1	Information Systems Manager	E	10685	11209	11745	12325	12912
36051	Z3	Information Systems Support Technician	N	5667	5876	6095	6321	6560
13130	Z2	Infrastructure Maintenance Manager	E	0	0	11540	0	15003
43010	Z3	Legal Office Supervisor	N	6599	6903	7247	7564	7915
46330	Z3	Legal Secretary	N	0	0	5750	6055	6208
28920	Z6	Legislative Assistant	N	0	0	2733	0	6559
71311	Z6	Marina Assistant Unrep	N	0	0	5228	5376	5543
24140	Z2	Occupational Health and Safety Officer	E	8018	8396	8814	9245	9691
24150	Z2	Occupational Health and Safety Specialist	N	7055	7407	7781	8166	8507
47041	Z3	Office Specialist I	N	0	0	4226	4446	4654
47031	Z3	Office Specialist II	N	0	0	4954	5206	5450
47051	Z3	Office Specialist III	N	0	0	5675	5954	6237
47081	Z3	Office Specialist Supervisor	N	5742	6059	6386	6723	7048
49030	Z2	Paralegal	N	5986	6266	6575	6868	7173
11100	Z1	Police Chief	E	14970	0	0	0	20573
71140	Z2	Police Officer Recruit	N	0	0	0	0	6650
28780	Z2	Police Review Commission Investigator	N	7720	8085	8480	8876	9306
14730	Z1	Police Review Commission Officer	E	9975	0	0	0	12960
24580	Z1	Psychiatrist Supervisor	E	17103	0	0	0	19428
46010	Z3	Secretary to the City Manager	N	6568	6879	7223	7554	7909
21191	Z2	Senior Accountant	E	7963	8341	8757	9189	9627
65590	Z2	Senior Aquatics Specialist	N	0	0	0	4770	5084
28011	Z6	Senior Buyer	N	6759	7079	7405	7765	8122
27160	Z2	Senior Human Resources Analyst	E	8620	9028	9477	9939	10416
46050	Z3	Senior Legal Secretary	N	5986	6266	6575	6868	7173

City of Berkeley Unrepresented Employee Manual Amendment

JOB CODE	REP UNIT	CLASSIFICATION TITLE	FLSA	STEP A	STEP B	STEP C	STEP D	STEP E
28111	Z2	Senior Management Analyst	E	8301	8697	9131	9579	10036
23150	Z2	Staff Attorney I	E	8118	8541	8991	9467	9971
23160	Z2	Staff Attorney II	E	9632	10265	10803	11375	11981
23170	Z2	Staff Attorney III	E	12233	12876	13236	13935	14674
65430	Z6	Swim Center Manager	N	0	0	0	5046	5368
27120	Z2	Training Officer	E	9061	9524	9994	10480	10971
27050	Z2	Workers' Compensation Analyst	N	7769	8120	8533	8929	9352