

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF RATIFYING)	RESOLUTION NO. 92-1565A
THE TENTATIVE AGREEMENTS WITH)	
THE LABORERS INTERNATIONAL)	Introduced by Rena Cusma,
UNION, LOCAL 483, AND AFSCME)	Executive Officer
LOCAL 3580 CONCERNING A PAY)	
INCREASE, EFFECTIVE 7-1-91;)	
AWARDING A PAY INCREASE TO NON-)	
REPRESENTED EMPLOYEES; AND)	
AMENDING THE METRO PAY PLAN)	

WHEREAS, Collective bargaining was conducted with the Unions in 1991 under the assumption that PERS membership was offered in lieu of a pay increase; and

WHEREAS, After the completion of collective bargaining, PERS notified Metro that the valuated annual membership rate was less than originally projected; and

WHEREAS, Metro realized its good faith obligation to inform the Unions of the unexpected change in bargaining assumptions; and

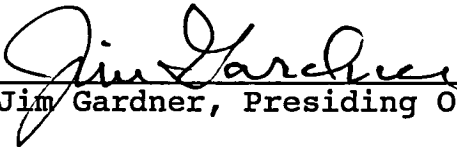
WHEREAS, The parties therefore reconvened to negotiate on the issue of a cost-of-living increase, and reached tentative agreement on February 3, 1992 for a cost of living increase of 3.25% effective July 1, 1991 and new pay schedule effective March 1, 1992; now, therefore,

BE IT RESOLVED,

1. That the Council ratifies the aforementioned tentative agreements with AFSCME Local 3580 and Laborers International, Local 483 and amends the Metro Pay Plan to incorporate the AFSCME pay schedule and the Local 483 pay schedule attached as Exhibits A and B respectively;

2. That this Council awards a 3.25% cost of living increase to all non-represented, regular full-time and regular part time Metro employees effective July 1, 1991 and amends the Metro Pay Plan to incorporate the non-represented employees pay schedule as shown on Exhibit C.

ADOPTED by the Council of the Metropolitan Service District this 27th day of February, 1992.



Jim Gardner, Presiding Officer

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF RATIFYING)
THE TENTATIVE AGREEMENTS WITH)
THE LABORERS INTERNATIONAL)
UNION, LOCAL 483, AND AFSCME)
LOCAL 3580 CONCERNING A PAY)
INCREASE, EFFECTIVE 7-1-91[+])
AWARDING A PAY INCREASE TO NON-)
REPRESENTED EMPLOYEES; AND)
AMENDING THE METRO PAY PLAN)

RESOLUTION NO. 92-1565A

Introduced by Rena Cusma,
Executive Officer

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WHEREAS, After the completion of collective bargaining, PERS notified Metro that the valuated annual membership rate was less than originally projected; and

WHEREAS, Metro realized its good faith obligation to inform the Unions of the unexpected change in bargaining assumptions; and

WHEREAS, The parties therefore reconvened to negotiate on the issue of a cost-of-living increase, and reached tentative agreement on February 3, 1992 for a cost of living increase of 3.25% effective July 1, 1991 and new pay schedule effective March 1, 1992; now, therefore,

BE IT RESOLVED,

~~[That the Council of the Metropolitan Service District hereby ratifies the afore-mentioned tentative agreement with the Laborers International Union Local 483, and AFSCME Local 3580, and applies the same agreement to the non-represented, regular full-time and regular part-time Metro employees.]~~

1. That the Council ratifies the afore-mentioned tentative agreements with AFSCME Local 3580 and Laborers International, Local 483 and amends the Metro Pay Plan to incorporate the AFSCME pay schedule and the Local 483 pay schedule attached as Exhibits A and B respectively;

2. That this Council awards a 3.25% cost of living increase to all non-represented, regular full-time and regular part time Metro employees effective July 1, 1991 and amends the Metro Pay Plan to incorporate the non-represented employees pay schedule as shown on Exhibit C.

DATED this _____ day of _____, 1992.

Jim Gardner, Presiding Officer

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF RATIFYING THE)	RESOLUTION NO. 92-1565
TENTATIVE AGREEMENT WITH THE)	
LABORERS INTERNATIONAL UNION,)	Introduced by Rena Cusma,
LOCAL 483, AND AFSCME LOCAL 3580)	Executive Officer
CONCERNING A PAY INCREASE,)	
EFFECTIVE 7-1-91.)	

WHEREAS, Collective bargaining was conducted with the Unions in 1991 under the assumption that PERS membership was offered in lieu of a pay increase; and

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WHEREAS, The parties therefore reconvened to negotiate on the issue of a cost-of-living increase, and reached tentative agreement on February 3, 1992; now, therefore,

BE IT RESOLVED,

That the Council of the Metropolitan Service District hereby ratifies the afore-mentioned tentative agreement with the Laborers International Union, Local 483, and AFSCME Local 3580, and applies the same agreement to the non-represented, regular full-time and regular part-time Metro employees.

DATED this _____ day of _____, 1992.

Jim Gardener, Presiding Officer

STAFF REPORT

CONSIDERATION OF RESOLUTION 92-1565
RECOMMENDING RATIFICATION OF THE TENTATIVE AGREEMENT
REACHED BETWEEN METRO, AFSCME LOCAL 3580
AND LIU LOCAL 483 CONCERNING A COST OF LIVING INCREASE
EFFECTIVE 7-1-91 THROUGH 6-30-92

Date: February 13, 1992

Presented by: Paula Paris
and Mike Brock

Background: During 1991 collective bargaining with AFSCME Local 3580 and LIU Local 483, one of Metro's major objectives was to negotiate PERS membership with the unions. To that end, an amount equal to 5% of gross salaries was placed in contingency for FY 91/92 to cover the anticipated increased fringe benefit costs associated with joining PERS, over and above the 11% of gross payroll that Metro had been paying for its retirement program up to that time. Accordingly, Metro's position throughout bargaining was that PERS membership was being offered in-lieu of a pay increase, since the information provided by PERS indicated there were not enough funds budgeted to pay for both PERS membership and a cost of living increase.

However, in December 1991, PERS officially notified Metro that the rate effective January 1, 1992 would be 12% of gross payroll rather than the 16% projected rate that had been anticipated and budgeted for. Thus, we were left with 4% , rather than the original 5%, that had been budgeted, bargained, but not spent. Personnel, therefore, realized that, because there had been a change in the information from PERS originally given to the unions at the bargaining table relative to the cost of PERS "eating up" the budgeted 5%, Metro had a good faith obligation to notify the unions there had been a change in the fiscal assumptions under which the agreements had been bargained during 1991.

After notification to the unions, the parties subsequently met on two occasions to discuss the disposition of the funds made available by the unexpectedly low PERS valuation, and on February 3, 1992, the parties reached the following agreement:

1. Effective March 1, 1992, all current pay rates and ranges specified in the agreements will be increased by 3.25%, as specified by Exhibits A and B, attached.
2. Effective upon Council ratification, the 3.25% increase will be retroactive to July 1, 1991, based on each employee's actual gross salary from July 1, 1991 through February 29, 1992. This increase will apply to all Metro employees who are represented by AFSCME Local 3580 and LIU Local 483 as of the date of Council ratification, scheduled for February 27, 1992.

3. The AFSCME Local 3580 and LIU Local 483 representatives have advised Personnel that both groups have ratified the agreements spelled out in paragraphs #1 and #2, above.

The 3.25% increase, as specified in #1 and #2 above, will also be applied to the current pay rates of all non-represented regular full-time and regular part-time Metro employees, as specified in Exhibit C and employed as of the date of Council ratification. The increase will not apply to non-represented temporary employees and Seasonal Visitor Service Workers at the Zoo as defined by Section 2.02.275 (b) (1) (A) of the Metro Personnel Rules.

One budget amendment, Ordinance 91-428, was adopted in October, 1991, and moved 3% from Contingency into Fringe Benefits, of which 1% will be used for the increased cost of PERS. This action will, therefore, require a second amendment to remove the remaining contingency funds into Personal Services.

FINANCE COMMITTEE REPORT

RESOLUTION NO. 92-1565A, RATIFYING AGREEMENTS WITH THE LIU LOCAL 483 AND AFSCME LOCAL 3580 CONCERNING A PAY INCREASE, AWARDING A PAY INCREASE TO NON-REPRESENTED EMPLOYEES AND AMENDING THE PAY PLAN

Date: February 21, 1992

Presented By: Councilor Devlin

COMMITTEE RECOMMENDATION: At its February 20, 1992 meeting the Committee voted unanimously to recommend Council approval of Resolution No. 92-1565 as amended. Present and voting were Councilors Devlin, Gardner, Hansen and Van Bergen. Councilor Wyers was excused.

COMMITTEE DISCUSSION/ISSUES: Paula Paris, Personnel Manager presented the staff report. She indicated the agreed upon COLA of 3.25% resulted from a reduction in retirement costs of PERS from an estimated 16% of payroll to 12%. Upon learning from PERS that the District's costs had been reduced from the previous estimate that was discussed in negotiations with the bargaining units, the Personnel Office notified the bargaining units of the change in circumstance. Based upon this it was agreed to award a COLA of 3.25%.

The Committee asked several questions regarding the potential financial impacts of the action (see memo included as Attachment 1). In response Ms. Paris pointed out that the annual payment to PERS may vary based upon the District's retirement history, type and age of work force etc. The PERS conducts employer surveys periodically which becomes to the basis of the employers payment. Based upon this the 12% rate indicated for this year could be higher in later years. Ms. Paris also distributed information showing the estimated impact of the COLA by department and fund. As shown on Attachment 2 to this report the total estimated impact to the District is to increase payroll costs by \$430,080.

Council Staff suggested several amendments to the resolution which clarify the action of the Council. The amendments were accepted by the Committee.

**METRO**2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

Memorandum

Date: February 18, 1992

To: Paula Paris, Personnel Manager

From: Donald E. Carlson, ^{RED} Council Administrator

Re: Questions on Resolution No. 92-1565 for the February 20, 1992 Finance Committee Meeting and Proposed Amendments

Councilor Devlin has asked that you respond to several questions regarding this Resolution No. 92-1565. They are as follows:

1. What is the fiscal impact of the action proposed in the resolution? Please be prepared to provide the information by department and fund.
2. What is the reason for the reduced payment to PERS (12% of gross payroll rather than 16%)? Is this amount to be permanent under the current arrangement with PERS or will it increase in the future?

In addition, please find attached proposed amendments to the resolution which I think more specifically reflect what the council action should be. Section 2.02.145 of the Metro Code requires the preparation of a Pay Plan by the Executive Officer and approval by the Council. As I recall the various pay schedules are part of the Pay Plan. Please review these amendments so that we can handle any amendments at the Committee.

cc: Finance Committee
Dick Engstrom
Jennifer Sims

Res 92-1565.Questions

ESTIMATED IMPACT OF 3.25% COLA BY FUND AND DEPARTMENT

	COLA Amount By Group			Total COLA	Fringe	Total Impact
	Local 483	AFSCME	Non-Rep			
GENERAL FUND						
Council	\$0	\$3,000	\$5,500	\$8,500	\$1,700	\$10,200
Executive Management	\$0	\$0	\$5,200	\$5,200	\$1,040	\$6,240
Government Relations	\$0	\$0	\$2,500	\$2,500	\$500	\$3,000
Facilities Planning	\$0	\$2,000	\$1,800	\$3,800	\$760	\$4,560
Total General Fund	\$0	\$5,000	\$15,000	\$20,000	\$4,000	\$24,000
SUPPORT SERVICE FUND						
Finance & Management Information	\$0	\$25,000	\$13,500	\$38,500	\$7,700	\$46,200
Personnel	\$0	\$600	\$6,500	\$7,100	\$1,420	\$8,520
Public Affairs	\$0	\$9,500	\$5,000	\$14,500	\$2,900	\$17,400
Regional Facilities	\$0	\$5,800	\$7,000	\$12,800	\$2,560	\$15,360
Office of General Counsel	\$0	\$0	\$8,500	\$8,500	\$1,700	\$10,200
Total Support Service Fund	\$0	\$40,900	\$40,500	\$81,400	\$16,280	\$97,680
INSURANCE FUND	\$0	\$500	\$2,500	\$3,000	\$600	\$3,600
ZOO OPERATING FUND	\$66,000	\$21,000	\$33,000	\$120,000	\$24,000	\$144,000
SOLID WASTE OPERATING	\$0	\$50,000	\$21,000	\$71,000	\$14,200	\$85,200
PLANNING & DEVELOPMENT	\$0	\$19,000	\$6,500	\$25,500	\$5,100	\$30,600
TRANSPORTATION	\$0	\$25,000	\$12,500	\$37,500	\$7,500	\$45,000
TOTAL IMPACT	\$66,000	\$161,400	\$131,000	\$358,400	\$71,680	\$430,080

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DATED this _____ day of _____, 1992.

Jim Gardner, Presiding Officer

**METROPOLITAN SERVICE DISTRICT
AFSCME PAY SCHEDULE**

Range #	Class Code	Classification	Pay Range (Hourly Rates):							
			Base Rate	1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step
1	012*	Office Assistant	6.78	7.12	7.48	7.85	8.24	8.65	9.08	9.53
2			7.12	7.48	7.85	8.24	8.65	9.08	9.53	10.01
3	018* 037* 538*	Receptionist Accounting Clerk 1 Safety/Security Officer 1	7.48	7.85	8.24	8.65	9.08	9.53	10.01	10.51
4			7.85	8.24	8.65	9.08	9.53	10.01	10.51	11.04
5	022* 040* 364* 625*	Secretary Program Assistant 1 Graphics Technician Word Processing Operator	8.24	8.65	9.08	9.53	10.01	10.51	11.04	11.59
6	013* 017* 539*	Scalehouse Technician Reproduction Clerk Safety/Security Officer 2	8.65	9.08	9.53	10.01	10.51	11.04	11.59	12.17
7	006* 015* 038* 330*	Food Service/Retail Specialist Building Service Worker Accounting Clerk 2 Planning Technician	9.08	9.53	10.01	10.51	11.04	11.59	12.17	12.78
8	021* 035*	Administrative Secretary Payroll Clerk	9.53	10.01	10.51	11.04	11.59	12.17	12.78	13.42
9	042* 626*	Program Assistant 2 Lead Word Processing Operator	10.01	10.51	11.04	11.59	12.17	12.78	13.42	14.09
10	005* 031 036	Storekeeper Administrative Assistant Lead Accounting Clerk	10.51	11.04	11.59	12.17	12.78	13.42	14.09	14.79
11	634*	Data Processing Operator	11.04	11.59	12.17	12.78	13.42	14.09	14.79	15.53

* Non-exempt classifications. Employees in these classifications are eligible to receive overtime compensation.

**METROPOLITAN SERVICE DISTRICT
AFSCME PAY SCHEDULE**

Range #	Class Code	Classification	Pay Range (Hourly Rates):							
			Base Rate	1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step
12	023 329 331* 360	Program Coordinator Management Technician Hazardous Waste Technician Graphics/Exhibit Designer	11.59	12.17	12.78	13.42	14.09	14.79	15.53	16.31
13			12.17	12.78	13.42	14.09	14.79	15.53	16.31	17.13
14	268 333 338 348 354* 637*	Volunteer Coordinator Asst Management Analyst Asst Public Affairs Specialist Asst Transportation Planner Asst Regional Planner Technical Specialist	12.78	13.42	14.09	14.79	15.53	16.31	17.13	17.99
15	306 343 635	Asst Engineer Asst Solid Waste Planner D.P. Operations Analyst	13.42	14.09	14.79	15.53	16.31	17.13	17.99	18.89
16	039 332 334 339 349 355 362 638	Senior Accountant Hazardous Waste Specialist Assoc Management Analyst Assoc Public Affairs Specialist Assoc Transportation Planner Assoc Regional Planner Graphics Coordinator Programmer/Analyst	14.09	14.79	15.53	16.31	17.13	17.99	18.89	19.83
17	307 344 636	Associate Engineer Associate Solid Waste Planner D.P. Systems Analyst	14.79	15.53	16.31	17.13	17.99	18.89	19.83	20.82
18	335 340 350 356	Senior Management Analyst Senior Public Affairs Specialist Senior Transportation Planner Senior Regional Planner	15.53	16.31	17.13	17.99	18.89	19.83	20.82	21.86
19	308 345	Senior Engineer Senior Solid Waste Planner	16.31	17.13	17.99	18.89	19.83	20.82	21.86	22.95

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PROPOSED--Exhibit B

**METROPOLITAN SERVICE DISTRICT
LABORERS INTERNATIONAL UNION, LOCAL 483 PAY SCHEDULE**

Range #	Class Code	Classification	Pay Range (Hourly Rates):		
			Entrance Rate	After Six Months	After One Year
60	019*	Typist-Receptionist	7.75	8.11	8.70
61	035*	Clerk/Bookkeeper	8.95	9.55	10.17
62	*	Clerk/Stenographer	9.58	10.18	10.87
63	430*	Laborer (90 working days)	9.61	-----	-----
64	461*	Stationmaster	10.55	10.90	11.30
65	465*	Gardener 1	10.91	11.68	12.09
65	445*	Maintenance Worker 1	10.91	11.68	12.09
66	535*	Nutrition Technician	11.34	12.27	13.21
67	470*	Animal Keeper	11.34	-----	13.21
68	466*	Gardener 2	11.88	12.47	13.38
68	446*	Maintenance Worker 2	11.88	12.47	13.38
69	447*	Maintenance Worker 3	12.64	13.22	14.11
69	448*	Maintenance Technician	12.64	13.22	14.11
70	467*	Senior Gardener	13.66	14.26	15.15
70	478*	Work Center Coordinator	13.66	14.26	15.15
71	471*	Senior Animal Keeper	13.95	-----	-----
72	455*	Maintenance Mechanic	14.30	-----	14.72
73	456*	Master Mechanic	14.71	-----	16.41
74	457*	Maintenance Electrician	17.99	-----	-----

* Non-exempt classifications. Employees in these classifications are eligible to receive overtime compensation.

**METROPOLITAN SERVICE DISTRICT
NON-REPRESENTED EMPLOYEES PAY SCHEDULE
(Monthly and Annual Rate Based on 2,080 Hours Per Year)**

<u>SALARY RANGE</u>	<u>CLASS CODE</u>	<u>CLASSIFICATION</u>	<u>BEGINNING RATE</u>	<u>ENTRY MERIT RATE</u>	<u>MAXIMUM MERIT RATE</u>	
1	012*	Office Assistant	6.78	7.12	9.89	Hourly
	265*	Education Service Aide 1	1,175	1,234	1,714	Monthly
			14,102	14,810	20,571	Annual
4	266*	Education Service Aide 2	7.85	8.24	11.45	Hourly
	530*	Animal Hospital Attendant	1,361	1,428	1,985	Monthly
			16,328	17,139	23,816	Annual
5	010*	Management Intern	8.24	8.65	12.02	Hourly
	022*	Secretary	1,428	1,499	2,083	Monthly
			17,139	17,992	25,002	Annual
8	021*	Administrative Secretary	9.53	10.01	13.92	Hourly
			1,652	1,735	2,413	Monthly
			19,822	20,821	28,954	Annual
10	004	Food Service/Retail Coord	10.51	11.04	15.34	Hourly
	031	Administrative Assistant	1,822	1,914	2,659	Monthly
	108*	Legal Secretary	21,861	22,963	31,907	Annual
11	032	Clerk of the Council	11.04	11.59	16.11	Hourly
	520*	Veterinarian Technician	1,914	2,009	2,792	Monthly
			22,963	24,107	33,509	Annual
12	075	Assistant Research Coord	11.59	12.17	16.91	Hourly
	329	Management Technician	2,009	2,109	2,931	Monthly
	360	Graphics/Exhibit Designer	24,107	25,314	35,173	Annual
14	333	Asst Management Analyst	12.78	13.42	18.65	Hourly
	540	Safety/Security Supervisor	2,215	2,326	3,233	Monthly
			26,582	27,914	38,792	Annual
15	007	Retail Supervisor	13.42	14.09	19.58	Hourly
	014	Site Supervisor	2,326	2,442	3,394	Monthly
	107	Law Clerk	27,914	29,307	40,726	Annual
16	016	Senior Site Supervisor	14.09	14.79	20.56	Hourly
	270	Education Services Spec	2,442	2,564	3,564	Monthly
	334	Assoc. Management Analyst	29,307	30,763	42,765	Annual
	362	Graphics Coordinator				

* Non-exempt classification. Employees in this classification are eligible to receive overtime compensation.

Effective: July 1, 1991 (Pending Council Adoption on February 27, 1992)

**METROPOLITAN SERVICE DISTRICT
NON-REPRESENTED EMPLOYEES PAY SCHEDULE
(Monthly and Annual Rate Based on 2,080 Hours Per Year)**

SALARY RANGE	CLASS CODE	CLASSIFICATION	BEGINNING RATE	ENTRY MERIT RATE	MAXIMUM MERIT RATE	
17	009	Food Service Supervisor	14.79	15.53	21.60	Hourly
	076	Research Coordinator	2,564	2,692	3,744	Monthly
	473	Fac. Mgt. Project Coord	30,763	32,302	44,928	Annual
18	030	Support Services Supervisor	15.53	16.31	22.67	Hourly
	335	Senior Management Analyst	2,692	2,827	3,929	Monthly
	340	Senior PA Specialist	32,302	33,925	47,154	Annual
	472	Assistant Curator				
	474	Facilities Supervisor				
19	060	Zoo Marketing Manager	16.31	17.13	23.81	Hourly
	061	Zoo Development Officer	2,827	2,969	4,127	Monthly
	525	Veterinarian	33,925	35,630	49,525	Annual
20	062	Visitors Services Manager	17.13	17.99	25.00	Hourly
	091	Data Processing Admin	2,969	3,118	4,333	Monthly
	275	Education Services Manager	35,630	37,419	52,000	Annual
	336	Management Analyst Supv				
	341	Public Information Supv				
	351	Trans. Planning Supervisor				
	357	Regional Planning Supv				
	476	Construction Coordinator				
21	063	Curator	17.99	18.89	26.24	Hourly
	085	Mgr Development Services	3,118	3,274	4,548	Monthly
	309	Engineering Supervisor	37,419	39,291	54,579	Annual
	346	Solid Waste Planning Supv				
	353	Data Resource Center Supv				
	475	Zoo Facilities Manager				
22	071	Chief Accountant	18.89	19.83	27.56	Hourly
	103	Sr Assistant Counsel	3,274	3,437	4,777	Monthly
	320	SW Budget & Finance Mgr	39,291	41,246	57,325	Annual
	337	Administrative Manager				
	347	Waste Reduction Manager				

* Non-exempt classification. Employees in this classification are eligible to receive overtime compensation.

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(Monthly and Annual Rate Based on 2,080 Hours Per Year)**

<u>SALARY RANGE</u>	<u>CLASS CODE</u>	<u>CLASSIFICATION</u>	<u>BEGINNING RATE</u>	<u>ENTRY MERIT RATE</u>	<u>MAXIMUM MERIT RATE</u>	
23	068	Procurement Officer	19.83	20.82	28.93	Hourly
	070	Personnel Manager	3,437	3,609	5,015	Monthly
	072	Risk Manager	41,246	43,306	60,174	Annual
	090	Transportation Tech Mgr				
	092	Govt Relations Manager				
	311	Engineering/Analysis Mgr				
	322	Solid Waste Facilities Mgr				
	352	Transportation Planning Mgr				
	477	Construction Manager				
24	064	Assistant Zoo Director	20.82	21.86	30.38	Hourly
			3,609	3,789	5,266	Monthly
			43,306	45,469	63,190	Annual
25	080	Dir of Regional Facilities	21.86	22.95	31.89	Hourly
	081	Director of Public Affairs	3,789	3,978	5,528	Monthly
	084	Dir Finance & Mgmt Info	45,469	47,736	66,331	Annual
	088	Convention Ctr Proj Dir				
	093	Council Administrator				
	094	Director of P & D				
	095	Deputy Executive Officer				
26	089	Director of Tran Planning	22.95	24.10	33.48	Hourly
	105	General Counsel	3,978	4,177	5,803	Monthly
			47,736	50,128	69,638	Annual
28	086	Director of Solid Waste	25.31	26.58	36.92	Hourly
	087	Zoo Director	4,387	4,607	6,399	Monthly
			52,645	55,286	76,794	Annual

ADDITIONAL PROVISION:

As provided in Metro Code Section 2.02.160, the Executive Officer may annually award an Incentive Salary Rate of 1 to 3 percent above the Maximum Merit Rate.

* Non-exempt classification. Employees in this classification are eligible to receive overtime compensation.



METRO

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

Memorandum

Date: February 18, 1992

To: Paula Paris, Personnel Manager

From: Donald E. Carlson, Council Administrator

Re: Questions on Resolution No. 92-1565 for the February 20, 1992 Finance Committee Meeting and Proposed Amendments

Councilor Devlin has asked that you respond to several questions regarding this Resolution No. 92-1565. They are as follows:

1. What is the fiscal impact of the action proposed in the resolution? Please be prepared to provide the information by department and fund.
2. What is the reason for the reduced payment to PERS (12% of gross payroll rather than 16%)? Is this amount to be permanent under the current arrangement with PERS or will it increase in the future?

In addition, please find attached proposed amendments to the resolution which I think more specifically reflect what the council action should be. Section 2.02.145 of the Metro Code requires the preparation of a Pay Plan by the Executive Officer and approval by the Council. As I recall the various pay schedules are part of the Pay Plan. Please review these amendments so that we can handle any amendments at the Committee.

cc: Finance Committee
Dick Engstrom
Jennifer Sims

Res 92-1565.Questions

DRAFT

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF RATIFYING)
THE TENTATIVE AGREEMENTS WITH)
THE LABORERS INTERNATIONAL)
UNION, LOCAL 483, AND AFSCME)
LOCAL 3580 CONCERNING A PAY)
INCREASE, EFFECTIVE 7-1-91[~~r~~];)
AWARDING A PAY INCREASE TO NON-)
REPRESENTED EMPLOYEES; AND)
AMENDING THE METRO PAY PLAN)

RESOLUTION NO. 92-1565A

Introduced by Rena Cusma,
Executive Officer

WHEREAS, Collective bargaining was conducted with the Unions in 1991 under the assumption that PERS membership was offered in lieu of a pay increase; and

WHEREAS, After the completion of collective bargaining, PERS notified Metro that the valuated annual membership rate was less than originally projected; and

WHEREAS, Metro realized its good faith obligation to inform the Unions of the unexpected change in bargaining assumptions; and

WHEREAS, The parties therefore reconvened to negotiate on the issue of a cost-of-living increase, and reached tentative agreement on February 3, 1992 for a cost of living increase of 3.25% effective July 1, 1991 and new pay schedule effective March 1, 1992; now, therefore,

BE IT RESOLVED,

~~[That the Council of the Metropolitan Service District hereby ratifies the afore-mentioned tentative agreement with the Laborers International Union Local 483, and AFSCME Local 3580, and applies the same agreement to the non-represented, regular full-time and regular part-time Metro employees.]~~

1. That the Council ratifies the afore-mentioned tentative agreements with AFSCME Local 3580 and Laborers International, Local 483 and amends the Metro Pay Plan to incorporate the AFSCME pay schedule and the Local 483 pay schedule attached as Exhibits A and B respectively;

2. That this Council awards a 3.25% cost of living increase to all non-represented, regular full-time and regular part time Metro employees effective July 1, 1991 and amends the Metro Pay Plan to incorporate the non-represented employees pay schedule as shown on Exhibit C.

DATED this _____ day of _____, 1992.

Jim Gardner, Presiding Officer

**METROPOLITAN SERVICE DISTRICT
AFSCME PAY SCHEDULE**

Range #	Class Code	Classification	Pay Range (Hourly Rates):							
			Base Rate	1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step
1	012*	Office Assistant	6.78	7.12	7.48	7.85	8.24	8.65	9.08	9.53
2			7.12	7.48	7.85	8.24	8.65	9.08	9.53	10.01
3	018* 037* 538*	Receptionist Accounting Clerk 1 Safety/Security Officer 1	7.48	7.85	8.24	8.65	9.08	9.53	10.01	10.51
4			7.85	8.24	8.65	9.08	9.53	10.01	10.51	11.04
5	022* 040* 364* 625*	Secretary Program Assistant 1 Graphics Technician Word Processing Operator	8.24	8.65	9.08	9.53	10.01	10.51	11.04	11.59
6	013* 017* 539*	Scalehouse Technician Reproduction Clerk Safety/Security Officer 2	8.65	9.08	9.53	10.01	10.51	11.04	11.59	12.17
7	006* 015* 038* 330*	Food Service/Retail Specialist Building Service Worker Accounting Clerk 2 Planning Technician	9.08	9.53	10.01	10.51	11.04	11.59	12.17	12.78
8	021* 035*	Administrative Secretary Payroll Clerk	9.53	10.01	10.51	11.04	11.59	12.17	12.78	13.42
9	042* 626*	Program Assistant 2 Lead Word Processing Operator	10.01	10.51	11.04	11.59	12.17	12.78	13.42	14.09
10	005* 031 036	Storekeeper Administrative Assistant Lead Accounting Clerk	10.51	11.04	11.59	12.17	12.78	13.42	14.09	14.79
11	634*	Data Processing Operator	11.04	11.59	12.17	12.78	13.42	14.09	14.79	15.53

* Non-exempt classifications. Employees in these classifications are eligible to receive overtime compensation.

**METROPOLITAN SERVICE DISTRICT
AFSCME PAY SCHEDULE**

Range #	Class Code	Classification	Pay Range (Hourly Rates):							
			Base Rate	1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step
12	023 329 331* 360	Program Coordinator Management Technician Hazardous Waste Technician Graphics/Exhibit Designer	11.59	12.17	12.78	13.42	14.09	14.79	15.53	16.31
13			12.17	12.78	13.42	14.09	14.79	15.53	16.31	17.13
14	268 333 338 348 354* 637*	Volunteer Coordinator Asst Management Analyst Asst Public Affairs Specialist Asst Transportation Planner Asst Regional Planner Technical Specialist	12.78	13.42	14.09	14.79	15.53	16.31	17.13	17.99
15	306 343 635	Asst Engineer Asst Solid Waste Planner D.P. Operations Analyst	13.42	14.09	14.79	15.53	16.31	17.13	17.99	18.89
16	039 332 334 339 349 355 362 638	Senior Accountant Hazardous Waste Specialist Assoc Management Analyst Assoc Public Affairs Specialist Assoc Transportation Planner Assoc Regional Planner Graphics Coordinator Programmer/Analyst	14.09	14.79	15.53	16.31	17.13	17.99	18.89	19.83
17	307 344 636	Associate Engineer Associate Solid Waste Planner D.P. Systems Analyst	14.79	15.53	16.31	17.13	17.99	18.89	19.83	20.82
18	335 340 350 356	Senior Management Analyst Senior Public Affairs Specialist Senior Transportation Planner Senior Regional Planner	15.53	16.31	17.13	17.99	18.89	19.83	20.82	21.86
19	308 345	Senior Engineer Senior Solid Waste Planner	16.31	17.13	17.99	18.89	19.83	20.82	21.86	22.95

* Non-exempt classifications. Employees in these classifications are eligible to receive overtime compensation.

PROPOSED--Exhibit B

**METROPOLITAN SERVICE DISTRICT
LABORERS INTERNATIONAL UNION, LOCAL 483 PAY SCHEDULE**

Range #	Class Code	Classification	Pay Range (Hourly Rates):		
			Entrance Rate	After Six Months	After One Year
60	019*	Typist-Receptionist	7.75	8.11	8.70
61	035*	Clerk/Bookkeeper	8.95	9.55	10.17
62	*	Clerk/Stenographer	9.58	10.18	10.87
63	430*	Laborer (90 working days)	9.61	-----	-----
64	461*	Stationmaster	10.55	10.90	11.30
65	465*	Gardener 1	10.91	11.68	12.09
65	445*	Maintenance Worker 1	10.91	11.68	12.09
66	535*	Nutrition Technician	11.34	12.27	13.21
67	470*	Animal Keeper	11.34	-----	13.21
68	466*	Gardener 2	11.88	12.47	13.38
68	446*	Maintenance Worker 2	11.88	12.47	13.38
69	447*	Maintenance Worker 3	12.64	13.22	14.11
69	448*	Maintenance Technician	12.64	13.22	14.11
70	467*	Senior Gardener	13.66	14.26	15.15
70	478*	Work Center Coordinator	13.66	14.26	15.15
71	471*	Senior Animal Keeper	13.95	-----	-----
72	455*	Maintenance Mechanic	14.30	-----	14.72
73	456*	Master Mechanic	14.71	-----	16.41
74	457*	Maintenance Electrician	17.99	-----	-----

* Non-exempt classifications. Employees in these classifications are eligible to receive overtime compensation.

**METROPOLITAN SERVICE DISTRICT
NON-REPRESENTED EMPLOYEES PAY SCHEDULE
(Monthly and Annual Rate Based on 2,080 Hours Per Year)**

<u>SALARY RANGE</u>	<u>CLASS CODE</u>	<u>CLASSIFICATION</u>	<u>BEGINNING RATE</u>	<u>ENTRY MERIT RATE</u>	<u>MAXIMUM MERIT RATE</u>	
1	012*	Office Assistant	6.78	7.12	9.89	Hourly
	265*	Education Service Aide 1	1,175	1,234	1,714	Monthly
				14,102	14,810	20,571
4	266*	Education Service Aide 2	7.85	8.24	11.45	Hourly
	530*	Animal Hospital Attendant	1,361	1,428	1,985	Monthly
				16,328	17,139	23,816
5	010*	Management Intern	8.24	8.65	12.02	Hourly
	022*	Secretary	1,428	1,499	2,083	Monthly
				17,139	17,992	25,002
8	021*	Administrative Secretary	9.53	10.01	13.92	Hourly
			1,652	1,735	2,413	Monthly
			19,822	20,821	28,954	Annual
10	004	Food Service/Retail Coord	10.51	11.04	15.34	Hourly
	031	Administrative Assistant	1,822	1,914	2,659	Monthly
	108*	Legal Secretary	21,861	22,963	31,907	Annual
11	032	Clerk of the Council	11.04	11.59	16.11	Hourly
	520*	Veterinarian Technician	1,914	2,009	2,792	Monthly
				22,963	24,107	33,509
12	075	Assistant Research Coord	11.59	12.17	16.91	Hourly
	329	Management Technician	2,009	2,109	2,931	Monthly
	360	Graphics/Exhibit Designer	24,107	25,314	35,173	Annual
14	333	Asst Management Analyst	12.78	13.42	18.65	Hourly
	540	Safety/Security Supervisor	2,215	2,326	3,233	Monthly
				26,582	27,914	38,792
15	007	Retail Supervisor	13.42	14.09	19.58	Hourly
	014	Site Supervisor	2,326	2,442	3,394	Monthly
	107	Law Clerk	27,914	29,307	40,726	Annual
16	016	Senior Site Supervisor	14.09	14.79	20.56	Hourly
	270	Education Services Spec	2,442	2,564	3,564	Monthly
	334	Assoc. Management Analyst	29,307	30,763	42,765	Annual
	362	Graphics Coordinator				

* Non-exempt classification. Employees in this classification are eligible to receive overtime compensation.

Effective: July 1, 1991 (Pending Council Adoption on February 27, 1992)

**METROPOLITAN SERVICE DISTRICT
NON-REPRESENTED EMPLOYEES PAY SCHEDULE
(Monthly and Annual Rate Based on 2,080 Hours Per Year)**

<u>SALARY RANGE</u>	<u>CLASS CODE</u>	<u>CLASSIFICATION</u>	<u>BEGINNING RATE</u>	<u>ENTRY MERIT RATE</u>	<u>MAXIMUM MERIT RATE</u>	
17	009	Food Service Supervisor	14.79	15.53	21.60	Hourly
	076	Research Coordinator	2,564	2,692	3,744	Monthly
	473	Fac. Mgt. Project Coord	30,763	32,302	44,928	Annual
18	030	Support Services Supervisor	15.53	16.31	22.67	Hourly
	335	Senior Management Analyst	2,692	2,827	3,929	Monthly
	340	Senior PA Specialist	32,302	33,925	47,154	Annual
	472	Assistant Curator				
	474	Facilities Supervisor				
19	060	Zoo Marketing Manager	16.31	17.13	23.81	Hourly
	061	Zoo Development Officer	2,827	2,969	4,127	Monthly
	525	Veterinarian	33,925	35,630	49,525	Annual
20	062	Visitors Services Manager	17.13	17.99	25.00	Hourly
	091	Data Processing Admin	2,969	3,118	4,333	Monthly
	275	Education Services Manager	35,630	37,419	52,000	Annual
	336	Management Analyst Supv				
	341	Public Information Supv				
	351	Trans. Planning Supervisor				
	357	Regional Planning Supv				
	476	Construction Coordinator				
21	063	Curator	17.99	18.89	26.24	Hourly
	085	Mgr Development Services	3,118	3,274	4,548	Monthly
	309	Engineering Supervisor	37,419	39,291	54,579	Annual
	346	Solid Waste Planning Supv				
	353	Data Resource Center Supv				
	475	Zoo Facilities Manager				
22	071	Chief Accountant	18.89	19.83	27.56	Hourly
	103	Sr Assistant Counsel	3,274	3,437	4,777	Monthly
	320	SW Budget & Finance Mgr	39,291	41,246	57,325	Annual
	337	Administrative Manager				
	347	Waste Reduction Manager				

* Non-exempt classification. Employees in this classification are eligible to receive overtime compensation.

Effective: July 1, 1991 (Pending Council Adoption on February 27, 1992)

**METROPOLITAN SERVICE DISTRICT
NON-REPRESENTED EMPLOYEES PAY SCHEDULE
(Monthly and Annual Rate Based on 2,080 Hours Per Year)**

<u>SALARY RANGE</u>	<u>CLASS CODE</u>	<u>CLASSIFICATION</u>	<u>BEGINNING RATE</u>	<u>ENTRY MERIT RATE</u>	<u>MAXIMUM MERIT RATE</u>	
23	068	Procurement Officer	19.83	20.82	28.93	Hourly
	070	Personnel Manager	3,437	3,609	5,015	Monthly
	072	Risk Manager	41,246	43,306	60,174	Annual
	090	Transportation Tech Mgr				
	092	Govt Relations Manager				
	311	Engineering/Analysis Mgr				
	322	Solid Waste Facilities Mgr				
	352	Transportation Planning Mgr				
477	Construction Manager					
24	064	Assistant Zoo Director	20.82	21.86	30.38	Hourly
			3,609	3,789	5,266	Monthly
			43,306	45,469	63,190	Annual
25	080	Dir of Regional Facilities	21.86	22.95	31.89	Hourly
	081	Director of Public Affairs	3,789	3,978	5,528	Monthly
	084	Dir Finance & Mgmt Info	45,469	47,736	66,331	Annual
	088	Convention Ctr Proj Dir				
	093	Council Administrator				
	094	Director of P & D				
095	Deputy Executive Officer					
26	089	Director of Tran Planning	22.95	24.10	33.48	Hourly
	105	General Counsel	3,978	4,177	5,803	Monthly
			47,736	50,128	69,638	Annual
28	086	Director of Solid Waste	25.31	26.58	36.92	Hourly
	087	Zoo Director	4,387	4,607	6,399	Monthly
			52,645	55,286	76,794	Annual

ADDITIONAL PROVISION:

As provided in Metro Code Section 2.02.160, the Executive Officer may annually award an Incentive Salary Rate of 1 to 3 percent above the Maximum Merit Rate.

* Non-exempt classification. Employees in this classification are eligible to receive overtime compensation.