

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF ADOPTING THE FY) RESOLUTION NO. 92-1636A
1992-93 PAY PLAN FOR DISTRICT)
EMPLOYEES AND AWARDED A) Introduced by
COST OF LIVING ADJUSTMENT FOR) Rena Cusma,
DESIGNATED NON-REPRESENTED EMPLOYEES) Executive Officer

WHEREAS, Metro Code Section 2.02.145 requires the Executive Officer to prepare a Pay Plan for Metro employees for approval by the Council of the Metropolitan Service District; and

WHEREAS, Metro Code Section 2.02.150 requires the Executive Officer to annually review the Pay Plan, taking into consideration changes in Consumer Price Index and market factors and recommend changes for Council consideration; and

WHEREAS, The current Pay Plan was adopted by the Council on February 27, 1992, through Resolution No. 92-1565A; and

WHEREAS, The Collective Bargaining Agreements with the Laborers International Union, Local 483, and AFSCME Local 3580 provide for an automatic Cost of Living Adjustment which is 3.69% for FY 1992-93; and

WHEREAS, The Executive Officer recommends a 3.69 percent Cost of Living Adjustment for designated non-represented employees; and,

WHEREAS, The Council has authorized sufficient funds in the FY 1992-93 Approved Budget to support this action; now therefore,

BE IT RESOLVED,

1. That the Pay Plan schedule for non-represented District employees is amended and approved as shown on Exhibit A attached hereto and the Pay Plan Schedules for the Laborers International Union Local 483 and the AFSCME Union Local 3580 are amended and approved as shown on Exhibits B and C respectively attached hereto.

2. That a 3.69 percent Cost of Living Adjustment is hereby approved for all non-represented employees effective July 1, 1992 except those seasonal Visitor Services employees paid according to Table S of the current Pay Plan and all non-represented temporary Zoo summer employees.

ADOPTED by the Council of the Metropolitan Service District
this 25th day of June, 1992.



Jim Gardner, Presiding Officer

**METROPOLITAN SERVICE DISTRICT
NON-REPRESENTED EMPLOYEES PAY SCHEDULE
(Monthly and Annual Rate Based on 2,088 Hours Per Year For Exempt Employees)**

<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	001* 012* 265*	Visitor Service Worker 1 - Regular Office Assistant Education Service Aide 1	7.03	7.38	10.25	Hourly
4	266* 530*	Education Service Aide 2 Animal Hospital Attendant	8.14	8.55	11.87	Hourly
5	010* 022*	Management Intern Secretary	8.55	8.98	12.46	Hourly
8	021*	Administrative Secretary	9.90	10.40	14.43	Hourly
10	004 031 108*	Food Service/Retail Coord Administrative Assistant Legal Secretary	10.92 1,900 22,801	11.47 1,996 23,949	15.91 2,768 33,220	Hourly Monthly Annual
11	032 520*	Clerk of the Council Veterinarian Technician	11.47 1,996 23,949	12.04 2,095 25,140	16.70 2,906 34,870	Hourly Monthly Annual
12	075 329 360	Assistant Research Coord Management Technician Graphics/Exhibit Designer	12.04 2,095 25,140	12.64 2,199 26,392	17.53 3,050 36,603	Hourly Monthly Annual
14	333 540	Asst Management Analyst Safety/Security Supervisor	13.27 2,309 27,708	13.93 2,424 29,086	19.34 3,365 40,382	Hourly Monthly Annual
15	007 014 107	Retail Supervisor Site Supervisor Law Clerk	13.93 2,424 29,086	14.63 2,546 30,547	20.30 3,532 42,386	Hourly Monthly Annual
16	016 270 334 362	Senior Site Supervisor Education Services Spec Assoc. Management Analyst Graphics Coordinator	14.63 2,546 30,547	15.36 2,673 32,072	21.32 3,710 44,516	Hourly Monthly Annual

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

Effective: July 1, 1992
Prepared: May 18, 1992

**METROPOLITAN SERVICE DISTRICT
NON-REPRESENTED EMPLOYEES PAY SCHEDULE
(Monthly and Annual Rate Based on 2,088 Hours Per Year For Exempt Employees)**

<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	20.59	21.62	30.00	Hourly		
	070	Personnel Manager	3,583	3,762	5,220	Monthly		
	090	Transportation Tech Mgr	42,992	45,143	62,640	Annual		
	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	21.62	22.70	31.50	Hourly		
			3,762	3,950	5,481	Monthly		
			45,143	47,398	65,772	Annual		
25	080	Dir of Regional Facilities	22.70	23.84	33.07	Hourly		
	081	Director of Public Affairs	3,950	4,148	5,754	Monthly		
	084	Dir Finance & Mgmt Info	47,398	49,778	69,050	Annual		
	088	Convention Ctr Proj Dir						
	093	Council Administrator						
095	Deputy Executive Officer							
26	089	Director of Tran Planning	23.84	25.03	34.72	Hourly		
			105	General Counsel	4,148	4,355	6,041	Monthly
					49,778	52,263	72,495	Annual
28	086	Director of Solid Waste	26.28	27.59	38.28	Hourly		
			087	Zoo Director	4,573	4,801	6,661	Monthly
					54,873	57,608	79,929	Annual

ADDITIONAL PROVISION:

As provided in Metro Code Section 2.02.160, the Executive Officer may annually (on anniversary date) award an Incentive Salary Rate of 1 to 3 percent above the Maximum Merit Rate (annual award is not cumulative from year to year).

- Non-exempt classification. Employees in this classification are paid hourly and are eligible to receive overtime compensation.

Effective: July 1, 1992
Prepared: May 18, 1992

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

<u>Class Code</u>	<u>Classification</u>	<u>Pay Range (Hourly Rates):</u>		
		<u>Entrance Rate</u>	<u>After Six Months</u>	<u>After One Year</u>
019*	Typist-Receptionist	8.81	9.22	9.89
035*	Clerk/Bookkeeper	9.28	9.90	10.55
020*	Clerk/Stenographer	9.93	10.56	11.27
430*	Laborer (90 working days)	9.96	-----	-----
461*	Stationmaster	10.94	11.30	11.72
465*	Gardener 1	11.31	12.11	12.54
445*	Maintenance Worker 1	11.31	12.11	12.54
535*	Nutrition Technician	11.76	12.72	13.70
470*	Animal Keeper	11.76	-----	13.70
466*	Gardener 2	12.32	12.93	13.87
446*	Maintenance Worker 2	12.32	12.93	13.87
447*	Maintenance Worker 3	13.11	13.71	14.63
467*	Senior Gardener	14.16	14.79	15.71
478*	Work Center Coordinator	14.16	14.79	15.71
471*	Senior Animal Keeper	14.46	-----	-----
448*	Maintenance Technician	14.58	15.24	16.27
455*	Maintenance Mechanic	15.25	-----	17.02
456*	Master Mechanic	15.25	-----	17.02
457*	Maintenance Electrician	19.63	-----	-----

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

Effective: July 1, 1992 - June 30, 1993
Prepared: May 18, 1992

**METROPOLITAN SERVICE DISTRICT
AFSCME PAY SCHEDULE**

Range #	Class Code	Classification	Base Rate	1st Step	Pay Range (Hourly Rates):						
					2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step	
1	012*	Office Assistant	7.03	7.38	7.75	8.14	8.55	8.98	9.43	9.90	
2			7.38	7.75	8.14	8.55	8.98	9.43	9.90	10.40	
3	018* 037* 538*	Receptionist Accounting Clerk 1 Safety/Security Officer 1	7.75	8.14	8.55	8.98	9.43	9.90	10.40	10.92	
4			8.14	8.55	8.98	9.43	9.90	10.40	10.92	11.47	
5	022* 040* 364* 625*	Secretary Program Assistant 1 Graphics Technician Word Processing Operator	8.55	8.98	9.43	9.90	10.40	10.92	11.47	12.04	
6	013* 017* 539*	Scalehouse Technician Reproduction Clerk Safety/Security Officer 2	8.98	9.43	9.90	10.40	10.92	11.47	12.04	12.64	
7	006* 015* 038* 330*	Food Service/Retail Specialist Building Service Worker Accounting Clerk 2 Planning Technician	9.43	9.90	10.40	10.92	11.47	12.04	12.64	13.27	
8	021* 035*	Administrative Secretary Payroll Clerk	9.90	10.40	10.92	11.47	12.04	12.64	13.27	13.93	
9	042* 626*	Program Assistant 2 Lead Word Processing Operator	10.40	10.92	11.47	12.04	12.64	13.27	13.93	14.63	
10	005* 031 036	Storekeeper Administrative Assistant Lead Accounting Clerk	10.92	11.47	12.04	12.64	13.27	13.93	14.63	15.36	
11	634*	Data Processing Operator	11.47	12.04	12.64	13.27	13.93	14.63	15.36	16.13	

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

Effective: July 1, 1992 - June 30, 1993

Prepared: May 18, 1992

**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	Program Coordinator	12.04	12.64	13.27	13.93	14.63	15.36	16.13	16.94
	329	Management Technician								
	331*	Hazardous Waste Technician								
	360	Graphics/Exhibit Designer								
13			12.64	13.27	13.93	14.63	15.36	16.13	16.94	17.79
14	268	Volunteer Coordinator	13.27	13.93	14.63	15.36	16.13	16.94	17.79	18.68
	333	Asst Management Analyst								
	338	Asst Public Affairs Specialist								
	348	Asst Transportation Planner								
	354	Asst Regional Planner								
637*	Technical Specialist									
15	306	Asst Engineer	13.93	14.63	15.36	16.13	16.94	17.79	18.68	19.61
	343	Asst Solid Waste Planner								
	635	D.P. Operations Analyst								
16	039	Senior Accountant	14.63	15.36	16.13	16.94	17.79	18.68	19.61	20.59
	332	Hazardous Waste Specialist								
	334	Assoc Management Analyst								
	339	Assoc Public Affairs Specialist								
	349	Assoc Transportation Planner								
	355	Assoc Regional Planner								
	362	Graphics Coordinator								
638	Programmer/Analyst									
17	307	Associate Engineer	15.36	16.13	16.94	17.79	18.68	19.61	20.59	21.62
	344	Associate Solid Waste Planner								
	636	D.P. Systems Analyst								
18	335	Senior Management Analyst	16.13	16.94	17.79	18.68	19.61	20.59	21.62	22.70
	340	Senior Public Affairs Specialist								
	350	Senior Transportation Planner								
	356	Senior Regional Planner								
19	308	Senior Engineer	16.94	17.79	18.68	19.61	20.59	21.62	22.70	23.84
	345	Senior Solid Waste Planner								

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



METRO

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

Memorandum

Date: June 18, 1992
To: Finance Committee
From: Donald E. Carlson, Council Administrator *DEC*
Re: Resolution No. 92-1636A

Please find attached a copy of Resolution No. 92-1636A which includes proposed amendments to Resolution No. 92-1636. Metro Code Section 2.02.145 requiring the Executive Officer to prepare a pay plan for Metro Employees for Council approval does not distinguish between represented and non-represented employees. These proposed amendments include within the new Pay Plan the schedules for the LIU Local 483 and the AFSCME Local 3580. These amendments are consistent with the action the Council took when it approved the current Pay Plan through adoption of Resolution No. 92-1565A.

cc: Dick Engstrom
Paula Paris

Res 92-1636A.mem

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF ADOPTING THE FY)	RESOLUTION NO. 92-1636A
1992-93 PAY PLAN FOR DISTRICT [NON-)	
REPRESENTED] EMPLOYEES AND AWARDING A)	Introduced by
COST OF LIVING ADJUSTMENT FOR)	Rena Cusma,
DESIGNATED NON-REPRESENTED EMPLOYEES)	Executive Officer

WHEREAS, Metro Code Section 2.02.145 requires the Executive Officer to prepare a Pay Plan for [non-represented] Metro employees for approval by the Council of the Metropolitan Service District; and

WHEREAS, Metro Code Section 2.02.150 requires the Executive Officer to annually review the Pay Plan, taking into consideration changes in Consumer Price Index and market factors and recommend changes for Council consideration; and

WHEREAS, The current [non-represented] Pay Plan was adopted by the Council on [June 27, 1991] February 27, 1992, through Resolution No. [91-1471] 92-1565A; and

~~[WHEREAS, In the approved FY 1992-93 Budget, Council has authorized sufficient funds be allocated to support this action; and]~~

WHEREAS, The Collective Bargaining Agreements with the Laborers International Union, Local 483, and AFSCME Local 3580 provide for an automatic Cost of Living Adjustment which is 3.69% for FY 1992-93; and

WHEREAS, The Executive Officer recommends a 3.69 percent Cost of Living Adjustment for designated non-represented employees; ~~[now, therefore]~~ and,

WHEREAS, The Council has authorized sufficient funds in the FY 1992-93 Approved Budget to support this action; now therefore,

BE IT RESOLVED,

1. That the Pay Plan schedule for non-represented District employees is amended and approved as shown on Exhibit A attached hereto[.] and the Pay Plan Schedules for the Laborers International Union Local 483 and the AFSCME Union Local 3580 are amended and approved as shown on Exhibits B and C respective attached hereto.

2. That a 3.69 percent Cost of Living Adjustment is hereby approved for all non-represented employees effective July 1, 1992 except those seasonal Visitor Services employees paid according to Table S of the current Pay Plan and all non-represented temporary Zoo summer employees.

ADOPTED by the Council of the Metropolitan Service District
this _____ day of _____, 1992.

Jim Gardner, Presiding Officer

ATTEST:

Clerk of the Council

FINANCE COMMITTEE REPORT

RESOLUTION NO. 92-1636, ADOPTING THE FY 1992-93 PAY PLAN FOR DISTRICT EMPLOYEES AND AWARDING A COLA FOR DESIGNATED NON-REPRESENTED EMPLOYEES

Date: June 23, 1992

Presented By: Councilor Wyers

COMMITTEE RECOMMENDATION: At it's June 18,1992 meeting the Committee voted unanimously to recommend Council adoption of Resolution No. 92-1636 as amended. All members were present and voting.

COMMITTEE DISCUSSION/ISSUES: Mike Brock, Labor Relations Officer, presented the Staff Report. He pointed out the purpose of the resolution is to award a COLA to most of the non-represented employees similar to the COLA received by the represented employees in LIU Local 483 and AFSCME Local 3580 as a result of the collective bargaining agreements. The resolution also amends the Pay Plan to recognize the COLA.

Council Staff presented a memo which included an A-Draft of the resolution (See Attachment 1 to this Report). The proposed amendments provide for the inclusion of the above mentioned represented pay schedules in the adopted Pay Plan.

STAFF REPORT

CONSIDERATION OF RESOLUTION NO. 92-1636 ADOPTING THE FISCAL YEAR 1992-93 PAY PLAN FOR NON-REPRESENTED EMPLOYEES, AND AWARDING A COST OF LIVING ADJUSTMENT FOR DESIGNATED NON-REPRESENTED EMPLOYEES.

Date: June 10, 1992

Presented by: Paula Paris

DESCRIPTION OF ACTIONS RECOMMENDED

This Resolution filed by the Executive Officer accomplishes the following: (1) grants a 3.69% Cost of Living Adjustment increase to all designated non-represented employees; and (2) approves the non-represented Pay Plan which incorporates the 3.69% increase.

3.69% COLA

As directed in 2.02.150 of the Metro Code, an annual review of employee compensation has been conducted. The Consumer Price Index has risen by at least 4.34% according to the CPI-W for the Portland area reported by the U.S. Department of Labor for January 1991 to January 1992. The recommended COLA for non-represented employees is designed to equate to the same amount given contractually to the Metro employees represented by AFSCME and LIU Local 483. Those collective bargaining agreements provide that the pay rates shall be increased by 85% of the increase in the CPI-W. The 3.69% recommended increase is 85% of the reported 4.34% total CPI increase, and will maintain an equitable pay structure for all employees.

FISCAL IMPACT AND RECOMMENDATION

The recommended Pay Plan accomplishes the goal of maintaining internal pay equity between the non-represented employees and the represented employees. The Fiscal Year 1992-93 Budget approved by Council authorizes sufficient funds to support this action. It is, therefore, recommended by the Executive Officer that this Resolution be approved and forwarded to full Council on June 25, 1992.

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF ADOPTING THE FY)	RESOLUTION NO. 92-1636
1992-93 PAY PLAN FOR DISTRICT NON-)	
REPRESENTED EMPLOYEES AND AWARING A)	Introduced by
COST OF LIVING ADJUSTMENT FOR)	Rena Cusma,
DESIGNATED NON-REPRESENTED EMPLOYEES)	Executive Officer

WHEREAS, Metro Code Section 2.02.145 requires the Executive Officer to prepare a Pay Plan for non-represented Metro employees for approval by the Council of the Metropolitan Service District; and

WHEREAS, Metro Code Section 2.02.150 requires the Executive Officer to annually review the Pay Plan, taking into consideration changes in Consumer Price Index and market factors and recommend changes for Council consideration; and

WHEREAS, The current non-represented Pay Plan was adopted by the Council on June 27, 1991 through Resolution No. 91-1471; and

WHEREAS, In the approved FY 1992-93 Budget, Council has authorized sufficient funds be allocated to support this action; and

WHEREAS, The Executive Officer recommends a 3.69 percent Cost of Living Adjustment for designated non-represented employees; now, therefore,

BE IT RESOLVED,

1. That the Pay Plan schedule for non-represented District is amended and approved as shown on Exhibit A attached hereto.

2. That a 3.69 percent Cost of Living Adjustment is hereby approved for all non-represented employees effective July 1, 1992 except those seasonal Visitor Services employees paid according to Table S of the current Pay Plan and all non-represented temporary Zoo summer employees.

ADOPTED by the Council of the Metropolitan Service District this _____ day of _____, 1992.

Jim Gardner, Presiding Officer

**METROPOLITAN SERVICE DISTRICT
NON-REPRESENTED EMPLOYEES PAY SCHEDULE
(Monthly and Annual Rate Based on 2,088 Hours Per Year For Exempt Employees)**

<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	001* 012* 265*	Visitor Service Worker 1 - Regular Office Assistant Education Service Aide 1	7.03	7.38	10.25	Hourly
4	266* 530*	Education Service Aide 2 Animal Hospital Attendant	8.14	8.55	11.87	Hourly
5	010* 022*	Management Intern Secretary	8.55	8.98	12.46	Hourly
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11	032 520*	Clerk of the Council Veterinarian Technician	11.47 1,996 23,949	12.04 2,095 25,140	16.70 2,906 34,870	Hourly Monthly Annual
12	075 329 360	Assistant Research Coord Management Technician Graphics/Exhibit Designer	12.04 2,095 25,140	12.64 2,199 26,392	17.53 3,050 36,603	Hourly Monthly Annual
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16	016 270 334 362	Senior Site Supervisor Education Services Spec Assoc. Management Analyst Graphics Coordinator	14.63 2,546 30,547	15.36 2,673 32,072	21.32 3,710 44,516	Hourly Monthly Annual

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

Effective: July 1, 1992
Prepared: May 18, 1992

**METROPOLITAN SERVICE DISTRICT
NON-REPRESENTED EMPLOYEES PAY SCHEDULE
(Monthly and Annual Rate Based on 2,088 Hours Per Year For Exempt Employees)**

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17	009	Food Service Supervisor	15.36	16.13	22.40	Hourly
	076	Research Coordinator	2,673	2,807	3,898	Monthly
	473	Fac. Mgt. Project Coord	32,072	33,679	46,771	Annual
18	030	Support Services Supervisor	16.13	16.94	23.51	Hourly
	335	Senior Management Analyst	2,807	2,948	4,091	Monthly
	340	Senior PA Specialist	33,679	35,371	49,089	Annual
	472	Assistant Curator				
	474	Facilities Supervisor				
19	060	Zoo Marketing Manager	16.94	17.79	24.69	Hourly
	061	Zoo Development Officer	2,948	3,095	4,296	Monthly
	525	Veterinarian	35,371	37,146	51,553	Annual
20	062	Visitors Services Manager	17.79	18.68	25.92	Hourly
	275	Education Services Manager	3,095	3,250	4,510	Monthly
	336	Management Analyst Supv	37,146	39,004	54,121	Annual
	341	Public Information Supv				
	351	Trans. Planning Supervisor				
	357	Regional Planning Supv				
	476	Construction Coordinator				
21	063	Curator	18.68	19.61	27.21	Hourly
	085	Mgr Development Services	3,250	3,412	4,735	Monthly
	309	Engineering Supervisor	39,004	40,946	56,814	Annual
	346	Solid Waste Planning Supv				
	353	Data Resource Center Supv				
	475	Zoo Facilities Manager				
22	071	Chief Accountant	19.61	20.59	28.58	Hourly
	103	Sr Assistant Counsel	3,412	3,583	4,973	Monthly
	320	SW Budget & Finance Mgr	40,946	42,992	59,675	Annual
	337	Administrative Manager				
	347	Waste Reduction Manager				

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	092	Govt Relations Manager						
	311	Engineering/Analysis Mgr						
	322	Solid Waste Facilities Mgr						
	352	Transportation Planning Mgr						
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24	064	Assistant Zoo Director	21.62	22.70	31.50	Hourly		
			3,762	3,950	5,481	Monthly		
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			105	General Counsel	4,148	4,355	6,041	Monthly
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ADDITIONAL PROVISION:

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