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191554

Ordinance

Create five non-represented classifications to support the transition to the government structure supported by City Charter and establish compensation ranges for these classifications

Passed

Amended by Council

The City of Portland ordains:

Section 1. The Council finds:

1. In accordance with the policies established by the City Council and based on a classification and compensation review, the Bureau of Human Resources is creating five new non-represented classifications and establishing compensation rates, effective December 1, 2023.
2. A critical element of these five classifications is exercising independent judgment in the formulation of policies that have citywide impact or importance.
3. Accordingly, the Director of the Bureau of Human Resources recommends that employees hired into these classifications on or after the effective date of this ordinance shall be excluded from the classified service, as provided by the City Charter and Human Resources Administrative Rules.

NOW, THEREFORE, the Council directs:

- A. The following classifications are being created, effective upon passage:

| Job Class | Pay Range |
|------------------------------|--|
| City Administrator | \$268,632 to \$371,592 annual full time |
| Assistant City Administrator | \$139,464 to \$210,787.20 annual full time |
| Deputy City Administrator | \$204,880 to \$307,299.20 annual full time |
| Mayor's Aide | \$62,961.60 to \$115,128 annual full time |
| Mayor's Senior Aide | \$90,001.60 to \$134,992 annual full time |

Introduced by

[Mayor Ted Wheeler](#)

Bureau

[Management and Finance;](#)
[Human Resources](#)

Contact

Barb Siples

HR Analyst III

✉ barb.siples@portlandoregon.gov

Requested Agenda Type

Regular

Date and Time Information

Requested Council Date

December 13, 2023

B. Employees hired into the above referenced classifications shall be excluded from the classified service.

An ordinance when passed by the Council shall be signed by the Auditor. It shall be carefully filed and preserved in the custody of the Auditor (City Charter Chapter 2 Article 1 Section 2-122)

Passed as amended by Council
December 13, 2023

Auditor of the City of Portland
Simone Rede

Impact Statement

Purpose of Proposed Legislation and Background Information

The City seeks to create five new classifications to align with the new government structure directed by the recently adopted City Charter. This will position the organization to implement the changes in accordance with the timelines outlined in the Charter.

Financial and Budgetary Impacts

There is no direct cost to create the new classifications.

The City Administrator has a range of \$268,632 annual full time to \$371,592 annual full time.

The Assistant City Administrator has a range of \$139,464 annual full time to \$210,787.20 annual full time.

The Deputy City Administrator has a range of \$204,880 annual full time to \$307,299.20 annual full time.

The Mayor's Aide has a range of \$62,961.60 annual full time to \$115,128 annual full time.

The Mayor's Senior Aide has a range of \$90,001.60 annual full time to \$134,992 annual full time.

Community Impacts and Community Involvement

This action is largely internal to City government processes.

100% Renewable Goal

This action is largely internal to City government processes.

Budget Office Financial Impact Analysis

The salary classifications represented in this action align with the estimates that the CBO provided for the overall City Charter resolution (see document 37635 from the November 1, 2023 Council Calendar). The net impact of the salaries will depend on how positions are funded. Currently, the mayor's aide and senior aide positions are covered through existing appropriations. The City Administrator and Assistant City Administrator positions were included in the CAL ordinance adopted by council on November 29th (see document 191526). Based on the current organizational chart for the charter transition, the costs for six deputy city administrator positions will be between \$1,229,280 and \$1,843,795.

Agenda Items

1005 Regular Agenda in [December 6, 2023 Council Agenda](https://www.portland.gov/council/agenda/2023/12/6) (<https://www.portland.gov/council/agenda/2023/12/6>)

Passed to second reading as amended

(Y-Mapps, Ryan; N-Gonzalez, Wheeler; Rubio absent). Item failed to pass.

Motion to reconsider: Moved by Wheeler and seconded by Mapps. (Y-Mapps, Ryan, Wheeler; N-Gonzalez; Rubio absent)

Motion to remove the emergency clause: Moved by Wheeler and seconded by Mapps. (Y-4; Rubio absent)

Passed to second reading December 13, 2023 at 9:30 a.m. as amended

1041 Regular Agenda in [December 13, 2023 Council Agenda](https://www.portland.gov/council/agenda/2023/12/13) (<https://www.portland.gov/council/agenda/2023/12/13>)

Rescheduled

Rescheduled to December 13, 2023 at 2:00 p.m.

1052 Regular Agenda in [December 13, 2023 Council Agenda](https://www.portland.gov/council/agenda/2023/12/13) (<https://www.portland.gov/council/agenda/2023/12/13>)

Passed As Amended

Commissioner Mingus Mapps Yea

Commissioner Carmen Rubio Yea

Commissioner Dan Ryan Nay

Commissioner Rene Gonzalez Nay

Mayor Ted Wheeler Yea