

C O U N C I L C O M M U N I C A T I O N

TO: THE CITY COUNCIL
FROM: THE CITY MANAGERS OFFICE

COUNCIL MEETING DATE
April 6, 1988

SUBJECT: AUTHORIZE THE RECRUITMENT FOR AND HIRING OF A PERSONNEL DIRECTOR FOR THE
 CITY OF LODI

PREPARED BY Assistant City Manager

RECOMMENDED ACTION: That the City Council approve the establishment of
 the management level position of Personnel Director
 at a monthly total compensation control point of
 \$3,976, and authorize the recruitment and hiring of
 same.

BACKGROUND INFORMATION: The personnel office organization and staffing has
 remained essentially the same for over 20 years.
 This City now has the very real need of a full-time
 professional, experienced personnel administrator.
During the last several years we have been fortunate to "get by" in this
critical area absent any problems of significant nature. We can no longer
function efficiently in this manner. To provide the level of service that job
applicants, employees, retired employees, department heads and the public in
general deserve, this position is essential.

Among the reasons for the need for this position are these:

- Since 1967 when the personnel office was established, the City work force has increased by 54%.
- There has been no increase in the staffing of this function since the addition of a clerical position in 1971.
- The administration of the workers' compensation function has become increasingly more complex and time consuming as a result of a torrent of legislation and adverse court cases in recent years.
- Equal employment opportunity practices and affirmative action requirements have become more involved.
- There has been ever-increasing administration and monitoring of employee benefit programs put in place as a result of negotiation.

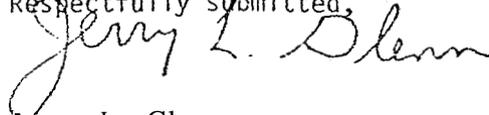
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The recommended total compensation figure was arrived at in the same manner by which the City Council established total compensation for department heads, that being a differential of the City Manager's total compensation based on a survey of the same Valley cities. In this case, the survey revealed a differential in the 62%-63% range, and the recommended figure is consistent with that.

The City Manager and I will be pleased to answer any questions Councilmembers may have regarding this recommendation.

Respectfully submitted,



Jerry L. Glenn
Assistant City Manager

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