

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 MANAGER'S OFFICE

COUNCIL MEETING DATE
DECEMBER 20, 1989

SUBJECT: AMENDMENTS TO CITY OF LODI MANAGEMENT INCENTIVE PLAN

PREPARED BY: Assistant City Manager

RECOMMENDED ACTION: The Council adopt the attached resolution which establishes a set of salary and wage supplements for management employees.

BACKGROUND INFORMATION: In 1977 the City Council established a set of wage and salary supplements for management and mid-management employees. Since that time, positions have been added to the list of eligible employees, some benefit structures have changed, and new benefits have been adopted.

Most of these items are referred to in other ordinances, resolutions, or policies but have not been consolidated into this resolution.

The major changes included in the new proposed plan are:

1. Life Insurance
Management and mid-management employees receive group life insurance, although this is not mentioned in the current resolution. Also, these employees and their spouses are provided with travel life insurance while traveling on City business outside the City limits.
2. Deferred Compensation
No longer will the City make any contribution to the employee's deferred compensation account. Instead, the employee's salary will be increased by the same amount. The plan will continue to be made available to the employee.
3. Executive Physical Examinations
Physical examinations are covered in the current health insurance plans. Therefore, separate payment for the entire physical examination is a redundancy.
4. Administrative Leave
Employees with over 15 years of service will be eligible to take pay in lieu of time off for up to 80 hours instead of the former limit of up to 40 hours.

CITY OF LODI
=====

RESOLUTION NO. 89-189

A RESOLUTION ADOPTING A MANAGEMENT INCENTIVE PLAN AS CITY POLICY
=====

BE IT ORDAINED BY THE CITY COUNCIL AS FOLLOWS:

WHEREAS, the City Council of the City of Lodi desires to revise salary and wage supplements for its management employees to reward them for loyal and dedicated service and as an incentive to remain with the City of Lodi;

NOW, THEREFORE, be it resolved that Resolution No. 4336 is rescinded;

AND, THEREFORE, BE IT FURTHER RESOLVED that the following Management Incentive Plan be adopted as City policy:

The Management Incentive Plan consists of a salary administration program and certain benefits specific to two classifications of management employees. Schedule A consists of the City Manager and City department heads. Schedule B consists of mid-management employees. Salary ranges for each of these positions shall be reviewed and appropriate modifications made annually by the City Council. Those employees in Classification B are to be evaluated by department heads with confidential recommendations submitted to the City Manager.

A. Group Life Insurance Coverage

Each participant in the program shall receive group life coverage paid for by the City of Lodi. Group A employees shall receive life insurance coverage equal to 1.5 times their annual salary rounded to the nearest one thousand dollars plus two thousand dollars; those other than the Police Chief and Fire Chief shall receive coverage for an additional ten thousand dollars. However, the maximum life insurance provided shall be one hundred and fifty thousand dollars of coverage. Police and Fire B classification employees shall receive coverage of seventeen thousand dollars; all others shall receive coverage of twenty-seven thousand dollars.

B. Travel Life Insurance

Management and mid-management employees and their spouses are provided with one hundred thousand dollars of travel life insurance coverage while traveling on City business outside the City limits.

C. Deferred Compensation

The City of Lodi Deferred Compensation Plan is available to all management and mid-management employees on a non-contributory basis. In determining internal salary alignments, City contributions to deferred compensation will be considered in total compensation.

D. Physical Examination

The City shall reimburse each member of the Management Incentive Plan employee the difference between the cost of the physical examination and what the employee's medical insurance plan pays.

E. Administrative Leave

Each member of the Management Incentive Plan shall be given 80 hours of Administrative Leave per fiscal year. Police employees may not receive pay for unused leave.

Employees with less than 15 years service may take up to 40 hours in pay. Those employees with over 15 years service may take up to 80 hours in pay.

F. Retirement

Group A employees have the option of reducing their salary by the same percentage as the employee's contribution and having the City pay that amount into the Public Employees' Retirement System (PERS).

G. Other Benefits

Benefits offered within the Management Incentive Plan include, without reference, benefits equal to those of any employee group which are negotiated as a part of a labor contract; however for Classification A employees, the City shall pay for the full cost of these benefits for employee and dependents. The City shall not be required to provide such benefits if individual members are ineligible due to law or regulations.

Salary Schedules:

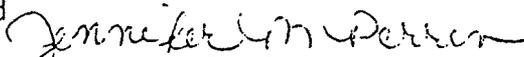
Schedule A salary ranges do not contemplate automatic steps nor the assignment of steps within salary ranges. It is intended that the City Manager hire or assign staff employees to any salary within the range provided for any position. In the case of Schedule B personnel, department heads shall assign salaries to the appropriate step within the salary range with the approval and concurrence of the City Manager. It is implied and understood that Council appointive positions shall be assigned salaries, within the stipulated salary ranges for such positions, by the City Council.

FURTHER BE IT RESOLVED, that the City Manager submit the necessary resolutions to implement this plan so that these benefits become available at the earliest possible time.

Dated: December 20, 1989

I hereby certify that Resolution No. 89-189 was passed and adopted by the City Council of the City of Lodi in a regular meeting held December 20, 1989 by the following vote:

Ayes: Council Members - Hinchman, Olson, Pinkerton and Snider (Mayor)
Noes: Council Members - None
Absent: Council Members - Reid


Jennifer M. Perrin
Ceputy City Clerk

for Alice M. Keimche
City Clerk

Resolution No. 89-189

SCHEDULE A

DEPARTMENT HEADS

- . City Manager
- . City Attorney
- . City Clerk

- . Assistant City Manager
- . Administrative Assistant to the City Manager
- . Community Center Director
- . Community Development Director
- . Electric Utility Director
- . Finance Director
- . Fire Chief
- . Librarian
- . Parks and Recreation Director
- . Personnel Director
- . Police Chief
- . Public Works Director

SCHEDULE B

~~MD~~MANAGEMENT EMPLOYEES

Accountant I and II
Administrative Assistant
Assistant City Engineer
Assistant Electric Utility Director
Assistant Finance Director
Assistant Street Superintendent
Assistant Water/Wastewater Superintendent
Associate Planner

Building and Equipment Maintenance Superintendent

Chief Building Inspector
Childrens Librarian.

Data Processing Supervisor

Electric Utility Rate Analyst
Electric Utility Superintendent
Electrical Engineer
Electrical Engineer - Standards

Field Services Supervisor
Fire Administrative Officer
Fire Battalion Chief

Manager, Adult Services
Manager, Rates and Resources

Parks Superintendent
Personnel Analyst
Police Captain
Police Lieutenant
Police Sergeant
Purchasing Officer

Recreation Superintendent
Recreation Supervisor

Senior Civil Engineer
Senior Services Coordinator
Senior Electric Utility Rate Analyst
Senior Recreation Supervisor
Services Division Supervisor
Street Superintendent

Wastewater Treatment Supervisor
Water/Wastewater Superintendent