

Continued November 18, 1987

CITY COUNCIL MEETING
NOVEMBER 18, 1987

CLASS SPECIFICATIONS
FOR WATER/WASTEWATER
INSPECTOR

CC-34

Council was reminded that, with the approval of the 1987/88 Operating Budget, the City Council authorized the new position entitled "Water/Wastewater Inspector". This position requires the ability to use independent judgment in the field and to interact effectively and tactfully with water and wastewater customers. It requires a journey level of technical skills in sampling and analysis of water and wastewater.

The Water/Wastewater Inspector will work out of the White Slough Treatment Facility Laboratory. Sixty-five percent of this Inspector's time will be funded by the Wastewater Utility and the other thirty-five percent from the Water Utility.

Council approved the class specifications for Water/Wastewater Inspector.

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 NO.
NOVEMBER 18, 1987

SUBJECT: APPROVE CLASS SPECIFICATIONS FOR WATER/WASTEWATER INSPECTOR

RECOMMENDED ACTION: That the City Council approve the class specifications for Water/Wastewater Inspector (Exhibit A).

BACKGROUND INFORMATION: With the approval of the 1987/88 Operating Budget, the City Council authorized the new position entitled "Water/Wastewater Inspector".

Attached for Council approval is the job specification for the position of Water/Wastewater Inspector. The following definition and distinguishing characteristics shown in the job specification provide a general description of what the job duties will be and the importance of filling this position vacancy with someone having good public relations techniques.

"DEFINITION

Performs inspections and sampling of industrial, commercial, and domestic wastewater services and ensures compliance with Federal, State, and local regulations; performs laboratory analysis of water and wastewater; collects potable water samples; enforces the cross connection control and grease interceptor and sand/oil trap inspection programs; performs other sampling, inspections and tasks as required.

DISTINGUISHING CHARACTERISTICS

This position requires the ability to use independent judgment in the field and to interact effectively and tactfully with water and wastewater customers. It requires a journey level of technical skills in sampling and analysis of water and wastewater."

The Water/Wastewater Inspector will work out of the White Slough Treatment Facility Laboratory. Sixty-five percent of this Inspector's time will be funded by the Wastewater Utility and the other thirty-five percent from the Water Utility.

It is critical that recruitment for filling this position be done as soon as possible



Thomas A. Peterson
City Manager

TAP/JLR/ma
Attachment

CWWI/TXTW.02M

November 13, 1987

DEFINITION

Performs inspections and sampling of industrial, commercial, and domestic wastewater services and ensures compliance with Federal, State, and local regulations; performs laboratory analysis of water and wastewater; collects potable water samples; enforces the cross connection control and grease interceptor and sand/oil trap inspection programs; performs other sampling, inspections, and tasks as required.

DISTINGUISHING CHARACTERISTICS

This position requires the ability to use independent judgment in the field and to interact effectively and tactfully with water and wastewater customers. It requires a journey-level of technical skills in sampling and analysis of water and wastewater.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Laboratory Services Supervisor.

EXAMPLES OF DUTIES

Duties may include, but are not limited to, the following:

Performs the duties of the Laboratory Technicians as needed plus:

Inspects and samples industrial, commercial, and residential wastewater services for billing and to assure compliance with all regulations.

Enforces the cross-connection control program including reports, inspections and notifications.

Inspects grease interceptor and sand/oil traps.

Cleans, maintains, and repairs samplers and monitoring equipment.

Assists in preparing reports to Federal and State agencies regarding mandated programs.

Prepares clear and concise data summaries and written reports.

Assists in reviewing discharge permit applications, building plans, and specifications for pretreatment and monitoring facilities.

Assists in calculating billings for industrial customers.

Prepares the annual water usage report.

Performs investigations and monitoring of illegal discharges into the storm and wastewater collection systems.

Investigates customer complaints.

Reviews and cross checks wastewater billings to commercial and industrial customers for appropriate fees due the City.

Collects samples from test wells for the City's water system.

Performs related duties as required.

QUALIFICATIONS

Knowledge of:

Chemistry, Microbiology, Mathematics, and the Metric System.

Safety precautions in the laboratory and in the field.

Federal, State and local regulations pertaining to pretreatment, cross-connection control, and other programs.

Sampling and analysis of water and wastewater.

General principles of wastewater treatment, wastewater collection and water systems.

Ability to:

Conduct detailed and accurate inspections and take representative samples of commercial and industrial facilities.

Work independently and make effective judgments in the field.

Deal effectively and tactfully with water and wastewater customers.

Read plans and blueprints.

Follow oral and written instructions.

Lift and handle manhole covers and monitoring equipment weighing up to 50 lbs.

Experience and Education:

Any combination of experience and education that would likely produce the qualifying knowledge and ability. A typical combination is:

Experience:

Two years of experience in the water or wastewater field (including laboratory and industrial waste experience) or a related position.

Education:

Completion of two years of college (A.A. or A.S. degree) including courses in biology, chemistry, and mathematics.

Licenses and Certificates:

Possession of a valid driver's license issued from the California Department of Motor Vehicles.

Possession of a Grade I Laboratory Analyst and Grade II Industrial Waste Inspector certificates issued by the CWPCA or their obtainment within two years of appointment is required.

The applicant is also expected to obtain a Backflow Prevention Device Tester certificate issued by the AWWA, California-Nevada Section.

PUBLIC WORKS DEPARTMENT SURVEY COMPARING
SURVEY CITY
LABORATORY TECHNICIAN II & WATER/WASTEWATER INSPECTOR

<u>CITY</u>	<u>INSPECTOR TITLE</u>	<u>SALARY</u>	<u>W/DEF. COMP</u>	<u>TECH II SALARY</u>	<u>W/DEF. COMP</u>	<u>% BELOW INSPECTOR</u>
Livermore	Water Reclam. Plant Source Control Inspector	\$2916	\$2916	\$2916	\$2916	0%
Modesto	Industrial Waste Inspector	2590	2616	2293	2316	13.0%
Stockton	Environmental Control Officer II	2521	2584	2183	2238	15.5%
Tracy	Environmental Control Inspector	2286	2286	2028	2028	12.7%
Turlock	Industrial Waste Inspector	2173	2216	2173	2216	0%
Lodi				2160	2203	
Mean		2487	2523	2319	2342	8.2%
Mid quartile mean		2466	2495	2216	2257	10.5%
Median		2521	2584	2183	2238	11.3%
Proposed Inspector's top step salary		2376	2423			

Exhibit F

LABORATORY SERVICES SUPERVISOR

DEFINITION

Plans, assigns, supervises, and reviews the work of the water/wastewater laboratory technicians and water/wastewater inspection personnel. Coordinates tests results with water and wastewater operational safety and performs administrative tasks for the laboratory.

DISTINGUISHING CHARACTERISTICS

This is a supervisory position in the Water/Wastewater Division of the Public Works Department. This position is responsible for the water/wastewater laboratory and for various state and federally mandated programs involving water and/or wastewater. It is distinguished from other supervisors in the division by the special technical knowledge of laboratory procedures, industrial monitoring, and state and federal programs.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Wastewater Treatment Supervisor.

Exercises general and technical supervision over laboratory and inspector personnel.

EXAMPLES OF DUTIES

Duties may include, but are not limited to, the following:

Plans, assigns, supervises and reviews daily work of laboratory and inspection personnel.

Performs administrative duties pertaining to the laboratory such as staff scheduling, reporting, participation in personnel actions, recordkeeping, quality control, and participation in budget preparation and new equipment purchases.

As needed, serves as wastewater treatment plant operator.

Reports results of laboratory tests, advises and recommends changes to "A" Operator, Wastewater Treatment Supervisor, and Water/Wastewater Superintendent; assists in evaluation of impact of new State and Federal regulations; conducts special studies as assigned.

Performs and supervises sampling and a variety of chemical and biological qualitative and quantitative tests of water and wastewater, and schedules private laboratory analyses for other samples which cannot be analyzed in the City's laboratory.

Develops procedures for water and wastewater testing and sampling and for industrial waste monitoring and inspections.

Assists in investigations of illegal discharges to wastewater and storm systems.

Prepares a variety of data reports including reporting of State and Federal Programs.

Maintains and repairs laboratory equipment, fixtures and samples.

Prepares laboratory supply and equipment order lists.

Conducts training programs for operators, laboratory technicians and inspectors.

Performs related duties as required.

QUALIFICATIONS

Knowledge of:

Chemistry, microbiology, mathematics and the metric system.

Safety precautions in the laboratory and in the field.

General principles and procedures of wastewater collection, wastewater treatment and water production and distribution.

Industrial waste monitoring practices.

Federal, State and local regulations pertaining to water, wastewater and industrial waste, and their reporting requirements.

Principles and practices of supervisory and communication techniques.

Ability to:

Perform a variety of technical chemical and biological laboratory tests accurately and safely.

Develop objectives and procedures for water and wastewater sampling and analysis.

Plan assign supervise and evaluate work of others.

Analyze and interpret Federal and State regulations pertaining to water and wastewater.

Understand and carry out oral and written instructions.

Experience and Education

Any combination of experience and education that would likely produce the qualifying knowledge and ability. A typical combination is:

Experience:

Three years of experience in a water or wastewater laboratory including industrial waste monitoring.

Education:

A Bachelor's Degree in Biology, Chemistry, Environmental Sciences, or a related field.

Licenses and Certificates

Possession of a valid driver's license from the California Department of Motor Vehicles.

Applicant is required to have or obtain Grade I Laboratory and Grade II Industrial Waste Inspector certificates issued by the CWPCA within 24 months of appointment.

Applicant entering this position is expected to obtain a Grade I Operators Certificate from the Water Resources Control Board within 30 months of appointment.

APPENDICES
FOR
WATER/WASTEWATER INSPECTOR
JOB SPECIFICATIONS AND SALARY RANGE

(Copies contained in "Salary Surveys" file,
Public Works Department, City Hall)

THIS REPORT WAS COMPLETED PRIOR TO THE JULY, 1987
SALARY INCREASE AND CONTAINS LAST YEAR'S SALARIES.
ALL SALARIES SHOWN IN THIS REPORT INCLUDE TOP STEP
MONTHLY SALARY PLUS PERS AND DEFERRED COMPENSATION.

MEMORANDUM, City of Lodi, Public Works Department

TO: City Manager
FROM: Public Works Director
DATE: June 25, 1987
SUBJECT: Salary Evaluation for Position of Street Superintendent

As discussed in my memo of August 7, 1986 (Appendix 1), I am submitting for your evaluation a salary evaluation for the Street Superintendent's position.

Under the 1983 Ralph Andersen Study, the setting of mid-management salaries varied depending upon their actual responsibilities and whether or not there were sufficient comparables available in the market analysis. Some mid-management salaries were set at 10% or 15% above their highest paid subordinate, while others ranged from 17% to 28% above their highest paid subordinate based on a market analysis. The salary for the Street Superintendent was not set by market analysis because at that time there were insufficient comparable agencies. Since the Andersen market survey in 1983, a number of the agencies have reorganized their Public Works Departments, upgraded positions, and/or changed responsibilities and duties of positions comparable to Lodi's Street Superintendent.

In addition to setting salaries, the Andersen Study was to establish internal equity within a series of classifications and to establish equity across different series of classifications. This salary evaluation provides comparisons using labor market analysis, internal alignment comparisons within a series and across different series, along with evaluation of general job duties and responsibilities.

Unfortunately, a mid-management salary survey is not as cut-and-dried and analytical as a benchmark position survey. The duties of some mid-management positions are very similar from one city to another, while some are widely varied. I think you can have comparable positions based on responsibility, even though the positions may not perform exactly the same duties or functions. There should also be some provisions or weight given to the additional job duties that are not typical of the classification being analyzed.

Under the Andersen Study, it was determined that one agency did not have a comparable position due to their Street Maintenance Superintendent being in charge of garden refuse pick-up, i.e., lawn clippings, leaves, and shrub trimmings. Common sense would indicate that this is similar to Lodi's leaf pick-up. It is true that Lodi's leaf pick-up is only a three-month operation; however, it seems apparent that the skills involved and supervisory problems would be less on garden refuse than on performing major asphalt overlays, herbicide spraying, and painting pavement legends and curb markings which were not the responsibility of the Street Maintenance Superintendent involved with garden refuse pick-up.

The Street Superintendent's position is a management position responsible for organizing an overall work program and ensuring that the work gets done. As with other management positions in the City, it is not required to have the actual skills and abilities of all personnel working in the Division. The knowledge, expertise, and management skills of the Supervisors must be used and relied on. I feel strongly that common sense and general knowledge of responsibilities are required when making comparisons of most mid-management positions.

MARKET ANALYSIS

Under this analysis, the same agencies were used as in the Andersen Study. For comparison purposes, the mean, mid-quartile mean, and median salaries were all evaluated. The median salary, as in the Andersen Study, was used for the final recommendation. All salaries shown are top step monthly salaries plus PERS, deferred compensation, and other similar designated benefits.

The Public Works Director called each of the Department Heads responsible for street maintenance in the survey agencies. From this discussion, it was determined what the most comparable position in the agency was and which agencies clearly did not have a comparable position. A salary questionnaire (Appendix 2) was mailed to the Personnel Department of the agencies having a possible comparable position and a job responsibility questionnaire (Appendix 3) was mailed to the Public Works Department. The job duties and responsibilities of the possible comparable positions are summarized on Exhibit A.

Because a number of major organizational changes have been made in many of the survey agencies since the 1983 Andersen Study, it is necessary to make a few comments on each of the survey agencies and its comparable position.

City of Antioch - Street Supervisor

The 1983 Andersen Study determined that the City of Antioch did not have a comparable position because the Street Supervisor is responsible for parks and building and equipment maintenance. I believe if all of the responsibilities of Lodi's Street Superintendent are analyzed that Lodi's position is similar to Antioch's. Because of Administration's previous concern, there still may be some question of comparability on the Street Supervisor of Antioch and the Maintenance Superintendent of Livermore. Therefore, the following market analysis and internal alignment analysis have been evaluated with and without the cities of Antioch and Livermore.

City of Davis - N/C

The position directly responsible for street maintenance is not a Division Head and spends considerable time in the field actually supervising crews.

City of Livermore - Maintenance Superintendent

The 1983 Andersen Study showed that the City of Livermore did not have a comparable position because the Maintenance Superintendent is responsible for parks, building and equipment maintenance, and maintenance of 20% of the City's water distribution system (approximately 3,000 services). I feel that if all of the responsibilities of Lodi's Street Superintendent are analyzed that Lodi's position is similar to Livermore's.

Lodi Unified School District - N/C

City of Manteca - N/C

The position directly responsible for street maintenance is the Deputy Public Works Director who supervises leadmen in the field.

City of Modesto - Street Maintenance Superintendent

The City of Modesto's Public Works Department has undergone a complete reorganization. The Street Maintenance Superintendent's position was created as the result of a study by Andersen and Associates. Previously, street maintenance was managed by an Associate Civil Engineer who supervised leadmen or supervisors. Exhibit A shows that Lodi's Street Superintendent is more than comparable to this new position.

City of Pittsburg - N/C

The most comparable position to Lodi's Street Superintendent is not a full-time position. Since 1982, the City of Pittsburg has only hired full-time/part-time personnel to fill vacancies. The position is considered a Division Head position but is not considered full-time status.

City of Pleasanton - Street Supervisor

Two years ago, Pleasanton completed a reorganization which split Streets and Parks into separate divisions. Exhibit A shows that Lodi's Street Superintendent is more than comparable to this position.

City of Roseville - Street Maintenance Superintendent

Exhibit A shows that Lodi's Street Superintendent is more than comparable to this position.

San Joaquin County - Maintenance Superintendent

Exhibit A shows that Lodi's Street Superintendent is more than comparable to this position.

City of Stockton - Assistant Street Maintenance Superintendent

It was determined under the Andersen Study that the Street Maintenance Superintendent of Stockton was not comparable because of their garden refuse program. So there would be no question on comparability, the Assistant Street Maintenance Superintendent position is being used since he is not responsible for the refuse program. Exhibit A shows that Lodi's Street Superintendent is more than comparable to this position.

City of Tracy - Public Works Supervisor

Within the last year, the City of Tracy has reorganized its Public Works Department under the recommendations of Andersen and Associates. However, under the Tracy Andersen Study the Public Works Supervisor's salary was set 5% below that of the Street Superintendents' salaries in the comparable agencies. Therefore, the comparable salary for Tracy is really 5% higher than the actual salary used in this market analysis. Exhibit A shows that Lodi's Street Superintendent is more than comparable to this position.

City of Turlock - N/C

The most comparable position in Turlock is not a Division Head and is directly responsible for supervising field personnel.

City of Vacaville - Public Works Superintendent

The Public Works Department just underwent a reorganization which was approved by the City Council in May. Prior to the reorganization, the most comparable position was responsible for building and equipment maintenance, water system maintenance, and wastewater maintenance, in addition to street maintenance. The reorganization established a Water/Wastewater Division. Exhibit A shows that Lodi's Street Superintendent is more than comparable to this position.

City of Woodland - Street Superintendent

Within the last two years, the City of Woodland upgraded the position of Street Supervisor to Street Superintendent and added major responsibilities. This position now has Division Head status. Exhibit A shows that Lodi's Street Superintendent is more than comparable to this position.

The summary of the market analysis is shown on Exhibit B. The analysis shows that whether the comparison is done by mean, mid-quartile mean, or median, the results are very similar. Listed below are results for the Street Superintendent's position excluding the cities of Antioch and Livermore.

COMPARABLE AGENCIES	MEAN	3349
	MID-QUARTILE MEAN	3364
	MEDIAN	3392
CITY OF LODI		3035

In comparing Lodi's Street Superintendent's present salary with the median salary, the market analysis shows that Lodi's Street Superintendent is 11.8% below market.

INTERNAL ALIGNMENT ANALYSIS

An internal alignment analysis was done within the classification series comparing the Street Superintendent with the Street Supervisor. The analysis also includes comparisons across classification series between the

Street Superintendent, Wastewater Treatment Supervisor, Water/Wastewater Superintendent, and Assistant Civil Engineer. However, the internal alignment evaluation across classification series was not valid or usable due to insufficient comparables and Lodi's Assistant Civil Engineer's salary being considerably out of line with the agencies surveyed. Listed below is a short discussion of each of these alignment analyses.

Street Supervisor

The internal alignment analysis between the Street Supervisor and Street Superintendent positions is shown on Exhibit C. This analysis shows that the salary for Lodi's Street Supervisor is in line with the surveyed agencies. This analysis shows that comparable Street Superintendents are nearly 30% over their highest paid subordinates, where in Lodi the difference is only 16%.

As pointed out in my memo of May 15, 1986, if Anderson and Associates had had the opportunity to final out their study, I feel they would have recommended that the Street Superintendent's salary be set at 20% above the Street Supervisor's. The City Manager of Woodland indicated that Andersen and Associates did set this difference in Woodland at 20% and this was before their Street Superintendent position was upgraded. A recent study by Andersen and Associates for the City of Tracy set the difference at almost 40% and Tracy's Superintendent was set 5% below comparable superintendents in their study.

It is clear that Lodi's 16% difference must be questioned.

The internal alignment analysis shown on Exhibit C indicates that Lodi's Street Superintendent's salary is 11.1% low.

Wastewater Treatment Supervisor

There were insufficient comparable positions to make any analysis. The information obtained is shown on Exhibit D.

Water/Wastewater Superintendent

There were insufficient comparable positions to make any analysis. The information obtained is shown on Exhibit E.

Assistant Civil Engineer

In this analysis, shown on Exhibit F, there were sufficient comparables; however, it showed that the salary for Lodi's Assistant Civil Engineer is considerably below market. Using the results of this analysis, it would show that the salary of Lodi's Street Superintendent is only approximately 1% low.

RECOMMENDATION

The following is a recap of the results of the Market Survey and Internal Alignment Analysis. Antioch and Livermore have been excluded so there would not be a question of comparability.

<u>Market Survey</u>	<u>Street Supt. Salary</u>
Median Salary	\$3,392 (from Exhibit B)
<u>Internal Alignment Analysis</u>	
w/Street Supervisor	\$3,328 (from Exhibit C)

Street Superintendent's Present Salary	\$3,035
Water/Wastewater Superintendent's Present Salary	\$3,357

Based on the market analysis and the internal alignment comparison with the Street Supervisor's position, you could conclude that the Street Superintendent's salary should be set higher than the existing salary for the Water/Wastewater Superintendent. This situation exists because the City Water/Wastewater Superintendent's salary is tied to the salary of Lab Technician II and has not been based on a market analysis. Four of the comparable cities have set the salaries of these two positions essentially the same. Under the Andersen Study, the Water/Wastewater Superintendent's salary was set higher than the Street Superintendent's salary only because of the number of levels of supervision in the Water/Wastewater Division.

It is not felt that the Street Superintendent's salary should be set higher than the Water/Wastewater Superintendent's salary. Therefore, it is recommended that the Street Superintendent's salary be set at the same salary as the Water/Wastewater Superintendent.

It is also recommended that a market survey should be considered in the future for the position of Water/Wastewater Superintendent to confirm what appropriate difference, if any, should be set between the Street Superintendent and Water/Wastewater Superintendent's salaries.

Jack L. Ronsko
Public Works Director

JLR/ma

Attachments

bcc: Street Superintendent

MARKET ANALYSIS

Exhibit B

	<u>Class Title</u>	<u>Total Monthly Salary*</u>	<u>Remarks</u>
Antioch	Street Supervisor	\$3503	
Davis	N/C		
Livermore	Maintenance Superintendent	4301	City also pays employee \$306/month for cafeteria plan (M, D, LI, DC, etc.)
Lodi Unified School District	N/C		
Manteca	N/C		
Modesto	Street Maintenance Supt.	3332	
Pittsburg	N/C		
Pleasanton	Street Supervisor	3334	
Roseville	Street Maintenance Supt.	3158	City also has management bonus which must be earned
San Joaquin Co.	Maintenance Superintendent	3452	
Stockton	Asst. Street Maint. Supt.	3513	
Tracy	Public Works Supervisor	3064	Andersen study set this salary 5% below Supt. positions in their survey agencies
Turlock	N/C		
Vacaville	Public Works Superintendent	3703	City also pays additional 5% longevity pay at 10, 15 & 20 yrs.
Woodland	Street Superintendent	2934	

MEAN	3459
MID-QUARTILE MEAN	3432
MEDIAN	3478

Without Antioch & Livermore:

MEAN	3349
MID-QUARTILE MEAN	3364
MEDIAN	3392

LODI	Street Superintendent	3035
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*Includes top step monthly salary plus PERS, deferred compensation, and other similar benefits

Exhibit C

INTERNAL ALIGNMENT ANALYSIS
(WITHIN SERIES OF CLASSIFICATION)

	STREET SUPERINTENDENT	PERCENTAGE ABOVE STREET SUPERVISOR	STREET SUPERVISOR
Antioch	\$3503	43.3	\$2444
Livermore	4301	26.7	3395
Modesto	3332	13.0	2949
Pleasanton	3634	32.7	2738
Roseville	3158	41.7	2229
San Joaquin	3452	14.3	3019
Stockton	3513	23.3	2850
Tracy	3064	38.3	2215
Vacaville	3703	58.9	2331
Woodland	2934	22.8	2390
MEAN	3459	31.5	2656
MID-QUARTILE MEAN	3432	30.9	
MEDIAN	3478	29.7	2591

Without Antioch & Livermore:

MEAN	3349	30.6
MID-QUARTILE MEAN	3364	29.3
MEDIAN	3392	28.0

LODI 3035 16.7 2600

Internal Alignment Computation:

$\$3328 = \text{Lodi's Street Supervisor's Salary (2600)} \times 1.28$

9.7% = Percentage existing salary is below Alignment Computation

Exhibit D

INTERNAL ALIGNMENT ANALYSIS
(ACROSS SERIES OF CLASSIFICATIONS)

	STREET SUPERINTENDENT	PERCENTAGE ABOVE WASTEWATER TREATMENT SUPERVISOR	WASTEWATER TREATMENT SUPERVISOR
Antioch	\$3503	--	N/C
Livermore	4301	17.0	3677
Modesto	3332	10.3	3022
Pleasanton	3634	--	N/C
Roseville	3158	5.0	3007
San Joaquin	3452	--	N/C
Stockton	3513	--	N/C
Tracy	3064	--	N/C
Vacaville	3703	26.9	2918
Woodland	2934	--	N/C
MEAN	3459	14.8	<div style="display: flex; align-items: center;"> } Insufficient Comparables } 3156 </div>
MEDIAN	3478	13.6	
<u>Without Antioch & Livermore:</u>			
MEAN	3349	14.1	<div style="display: flex; align-items: center;"> } Insufficient Comparables } 8.8% </div>
MEDIAN	3392	10.3	
LODI	3035	4.6	2901

Exhibit E

INTERNAL ALIGNMENT ANALYSIS
(ACROSS SERIES OF CLASSIFICATIONS)

	STREET SUPERINTENDENT	PERCENTAGE BELOW WATER/WASTEWATER SUPERINTENDENT	WATER/WASTEWATER SUPERINTENDENT
Antioch	\$3503	0	\$3503*
Livermore	4301	0.7	4330
Modesto	3332	15.8	3857
Pleasanton	3634	--	N/C
Roseville	3158	0	3158
San Joaquin	3452	--	"/C
Stockton	3513	--	N/C
Tracy	3064	7.4	3291
Vacaville	3703	8.2	4007
Woodland	2934	0	2934
MEAN	3459	4.6	3583
MEDIAN	3478	0.7	3503
<u>Without Antioch & Livermore:</u>			
MEAN	3349	6.3	} Insufficient Comparables } 7%*
MEDIAN	3392	7.4	
LODI	3035	10.6	3357

*Responsible for system maintenance but not wastewater treatment

**Shows that Lodi's Water/Wastewater Superintendent's salary may be below market.
Present salary is not set based on market but set off of Laboratory Technician II.

Exhibit F

INTERNAL ALIGNMENT ANALYSIS
(ACROSS SERIES OF CLASSIFICATIONS)

	STREET SUPERINTENDENT	PERCENTAGE ABOVE ASSISTANT CIVIL ENGINEER	ASSISTANT CIVIL ENGINEER
Antioch	\$3503	8.6	\$3225
Livermore	4301	25.6	3424
Modesto	3332	0	3332
Pleasanton	3634	3.8	3500
Roseville	3158	3.2	3059
San Joaquin	3452	11.6	3094
Stockton	3513	19.6	2937
Tracy	3064	1.7	3013
Vacaville	3703	7.0	3460
Woodland	2934	5.0	2795
MEAN	3459	8.6	3184
MEDIAN	3478	6.0	3160
<u>Without Antioch & Livermore:</u>			
MEAN	3349	6.5	} 7.5%*
MEDIAN	3392	4.4	
LODI	3035	3.3	*2939

Internal Alignment Computation:

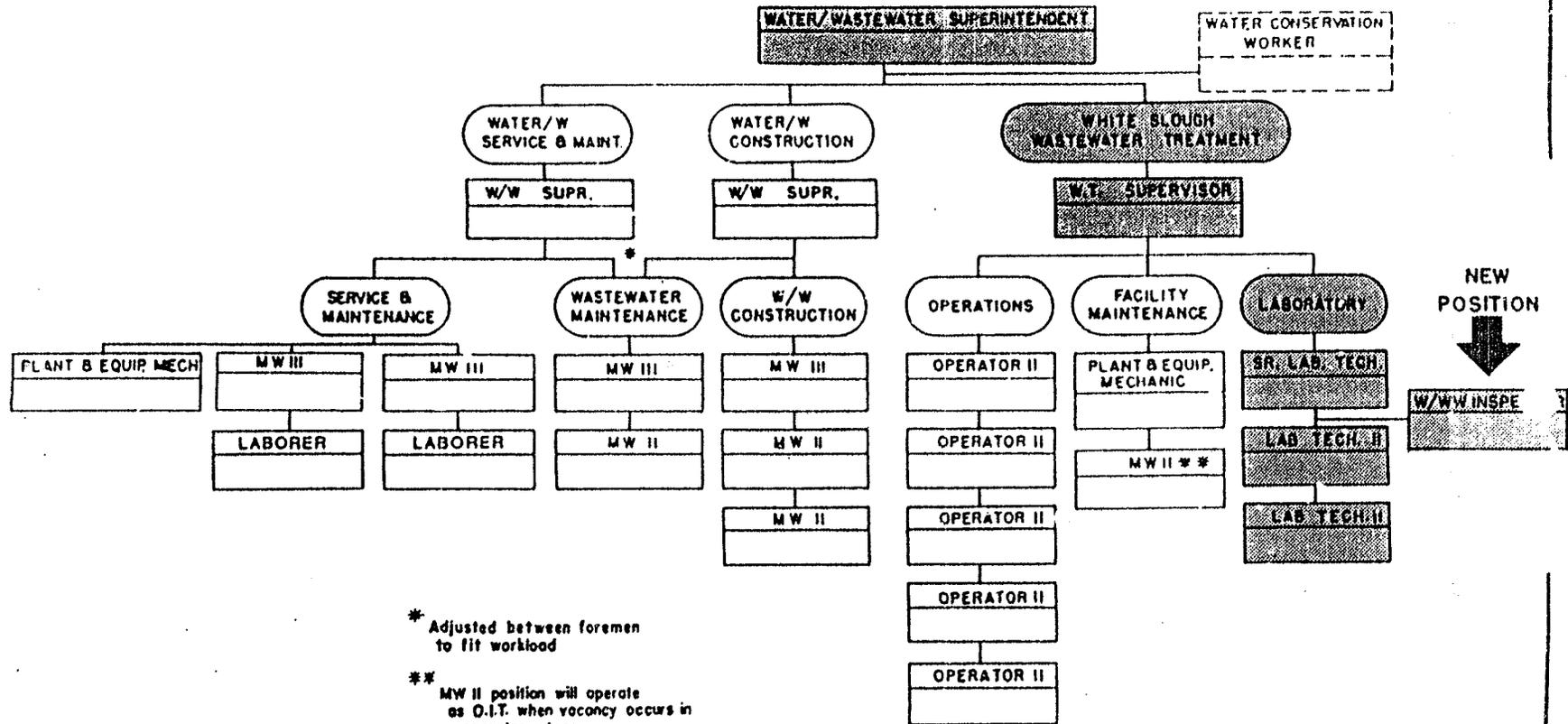
$$\$3068 = \text{Lodi's Asst. Civil Engr.'s Salary (2939)} \times 1.044$$

1.1% = Percentage existing salary is below Alignment Computation

*Lodi's Assistant Civil Engineer salary appears to be below market

APPENDICES
FOR
SALARY EVALUATION FOR POSITION OF
STREET SUPERINTENDENT

WATER/WASTEWATER ORGANIZATION CHART



* Adjusted between foremen to fit workload

** MW II position will operate as O.I.T. when vacancy occurs in operator class

☐ Part-time

Continued November 18, 1987

CITY COUNCIL MEETING
NOVEMBER 18, 1987

AGREEMENT BETWEEN
CITY OF LODI AND
BIG VALLEY MODEL
RAILROADERS FOR
THE USE OF A
PORTION OF THE
CARNEGIE LIBRARY
BUILDING APPROVED

CC-90

Council approved an agreement between the City of Lodi and the Big Valley Model Railroaders for the use of a portion of the Carnegie Library Building and authorized the City Manager and City Clerk to execute the subject agreement on behalf of the City. This renewal lease agreement is basically under the same terms as the original lease agreement. The City has not increased the rent, not added any additional provisions; however, the City's current insurance requirements are spelled out more explicitly. The renewal agreement indicates a term of four years, unless terminated by either party without cause upon thirty days written notice.

COUNCIL COMMUNICATION

TO: THE CITY COUNCIL
FROM: THE CITY MANAGER'S OFFICE

DATE:
November 18, 1987

NO.

SUBJECT:

Approve Agreement Between City of Lodi and Big Valley Model Railroaders for
~~the Use of a Portion of the Carnegie Library Building~~

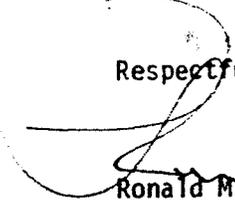
PREPARED BY: City Attorney

RECOMMENDED ACTION: Approve the agreement between the City of Lodi and Big Valley Model Railroaders for the use of a portion of the Carnegie Library Building to carry on a program of building and operating a scale model railroad.

BACKGROUND INFORMATION: Attached hereto is a copy of the proposed renewal agreement described above. The original agreement was entered into October 1, 1981 for a one-year period. At the conclusion of the one-year term, since the remodeling of the City facilities was being considered, the lease continued on a month-to-month basis.

The renewal lease agreement attached hereto is basically under the same terms as the original lease agreement. We have not increased the rent, nor have we added any additional provisions. However, we have spelled out more explicitly, our current insurance requirements, and have indicated a term of four years, unless terminated by either party without cause upon thirty days written notice.

Respectfully submitted,


Ronald M. Stein
City Attorney

RMS:vc

CCCMODEL.RR/TXTA.01V

AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____, 19____, by and between BIG VALLEY MODEL RAILROADERS, hereinafter called Lessee, and the CITY OF LODI, a municipal corporation of the State of California, hereinafter called Lessor.

WITNESSETH:

WHEREAS, City owns the premises commonly known as Carnegie Library and located at 304 West Pine Street, Lodi, California; and

WHEREAS, Lessee desires to use the premises to carry on a program of building and operating a scale model railroad;

NOW, THEREFORE, it is hereby mutually agreed by and between the parties hereto as follows:

1. City agrees that Lessee may use the basement "Center Room" of of the premises commonly known as Carnegie Library, owned by the City of Lodi. The use of said premises by Lessee is for the purpose of carrying on a program of building and operating a model railroad.

2. The term of this Agreement shall be for a period of four years commencing November 1, 1987 and ending at midnight on October 31, 1991, unless terminated by either party without cause upon thirty days written notice.

3. City assumes no responsibility by this Agreement or otherwise, upon termination of this Agreement pursuant to paragraph 2 hereof or otherwise, to provide or find another facility for Lessee.

4. Neither City nor Lessee is under any obligation to re-lease upon termination of this Agreement pursuant to paragraph 2 hereof or otherwise.

5. Upon termination of this lease, Lessee shall be responsible to remove all equipment and/or other material which they have placed in and upon the premises.

6. Lessee agrees to pay City a monthly rental of \$75.00 per month, as of the first day of each month, commencing January 1, 1988. Lessee has heretofore paid Lessor for the months of October, November and December 1987.

7. Utilities are included in the agreed-upon monthly rental rate.

8. Lessee agrees to accept said premises in an "AS IS" condition.

9. Lessee agrees to maintain in full force during the term hereof a policy of general liability insurance which contains an Additional Named Insured Endorsement naming the City of Lodi as an Additional Insured, and under which the insurer agrees to indemnify and hold the City of Lodi harmless from and against all costs, expenses, and liability arising out of, or based upon, any and all property damage, or damages for personal injuries, including death, sustained in accidents occurring in or about the demised premises; where such accident, damage, or injury, including death, results or is claimed to have resulted, from any act or omission on the part of Lessee or Lessee's agents or employees in the implementation of this Agreement. The minimum limits of such insurance shall be \$50,000 Bodily Injury and \$500,000 Property Damage. In addition to the Additional Named Insured Endorsement on Lessee's policy of insurance, said insurance policy shall be endorsed to include the following language:

"Such insurance as is afforded by the endorsement for the Additional Insureds shall apply as primary insurance. Any other insurance maintained by the City of Lodi or its officers and employees shall be excess only and not contributing with the coinsurance afforded by this endorsement."

A duplicate or certificate of said bodily injury and property damage insurance containing the above-stated required endorsements shall be delivered to the City Attorney after the issuance of said

policy, with satisfactory evidence that each carrier is required to give the City of Lodi at least 30 days prior notice of the cancellation or reduction in coverage of any policy during the effective period of this Agreement. The insurance certificate must identify on its face or as an endorsement, what it is insuring. A duplicate or certificate of said insurance must be in the City's hands at the time of the execution of the lease agreement. All requirements herein provided shall appear either in the body of the insurance policies or as endorsements and shall specifically bind the insurance carrier. This paragraph and all other provisions of this Agreement shall apply and be construed as applying to any subtenant of Lessee.

10. Lessee agrees that any repairs by Lessee or Lessee's agents or employees must be undertaken only after approval by the City Manager of the City of Lodi or his designee.

IN WITNESS WHEREOF, the parties hereto have hereunder set their hands the date and year first above written.

CITY OF LODI, a municipal corporation

BIG VALLEY MODEL RAILROADERS
LESSEE

THOMAS A. PETERSON
City Manager

By

Title

ATTEST:

ALICE M. REIMCHE
City Clerk

Approved As To Form:

RONALD M. STEIN
City Attorney

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