

**CITY COUNCIL RESOLUTION NO. 2011-13
CRA RESOLUTION NO. 2011-002**

**A JOINT RESOLUTION OF THE CITY OF GLENDORA AND
GLENDORA REDEVELOPMENT AGENCY (CRA) AMENDING JOINT
RESOLUTIONS 2010-26 AND 2010-005, ADOPTED ON JULY 28, 2010,
AND 2010-35, ADOPTED ON SEPTEMBER 28, 2010, RELATING TO
SALARY AND BENEFIT SCHEDULE FOR DEPARTMENT DIRECTORS
SETTING THE EFFECTIVE DATE FOR IMPLEMENTATION FOR JULY
1, 2011 AND ELIMINATING ADMINSTRATIVE LEAVE FOR NEW
HIRES**

**THE CITY COUNCIL
THE COMMUNITY REDEVELOPMENT AGENCY
City of Glendora, California**

**THE CITY COUNCIL AND THE COMMUNITY REDEVELOPMENT AGENCY
OF THE CITY OF GLENDORA DO HEREBY RESOLVE AS FOLLOWS:**

WHEREAS, the City and CRA having previously suspended a salary and benefit schedule for Department Directors in which transparency of Executive compensation is deemed an important public policy; and

WHEREAS, as part of the adopted salary and benefit schedule was the implementation of a new merit plan schedule that established smaller increases between steps than the customary program provides and requires a Department Director to receive an "Exceeds Performance" rating in order to move forward through the pay steps provided; and

WHEREAS, the City met in good faith with members of the Glendora Municipal Employees Association and the Glendora Management Association to explore implementing a similar merit plan schedule that also meets the Council's publically stated goal; and

WHEREAS, the City Council adopted Joint Resolution 2010-35 on September 28, 2010 as a good-faith effort for discussions with GMEA and GMA about a similar merit-pay program could ensue; and

WHEREAS, at this time, GMEA has indicated they are not interested in pursuing discussions on a merit-pay system; and

WHEREAS, at this time, GMA has indicated they wish to pursue an overhaul of the employee-evaluation process first, rather than use the current system, and adapt a merit schedule subsequent to that overhaul; and

WHEREAS, this resolution clarifies that the effective date for the Department Director Salary and Benefit Schedule, including Exhibit A (the attachment to Director contracts which outlines their benefits) will apply to any evaluation performed after July 1, 2011; and

WHEREAS, As previously stated, movement between steps requires a Director to receive an "Exceeds Standard" on their annual evaluation; and

WHEREAS, Exhibit A has been clarified to correct some typographical errors and omissions from the previously-approved Exhibit A, primarily dealing with the differences between the Chief of Police and the non-sworn directors that exist and were not presented in the previous document since the Chief's position was held by a retired individual with limited benefits; and

WHEREAS, Exhibit A further has been modified to eliminate Administrative Leave for Department Directors hired after January 1, 2011,

NOW, THEREFORE, THE CITY COUNCIL AND THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF GLENDORA, CALIFORNIA, DO HEREBY RESOLVE AS FOLLOWS:

SECTION 1. This resolution would continue that suspension until July 1, 2011 regardless of whether GMEA or GMA adopt a similar merit-pay schedule.

SECTION 2. The benefit schedule adopted as part of this Joint Resolution shall remain in full effect with this action for all Department Directors, effective immediately.

SECTION 3. Should a vacancy for a Department Director occur prior to July 1, 2011, the City Manager is authorized to use the salary and benefit schedule adopted under this Joint Resolution to make an offer of employment subject to the Glendora Municipal Code Section 2.090.060.

SECTION 4. The City Clerk shall certify to the passage and adoption of this resolution and shall enter the same in the Book of Original Resolutions.


APPROVED and PASSED this 22nd day of February, 2011.

City Council of Glendora, California
Community Redevelopment Agency
of Glendora, California

BY: _____

KEN HERMAN, Mayor/Chair

APPROVED AS TO FORM:




D. WAYNE LEECH
City/Agency Attorney

I, Kathleen R. Sessman, City Clerk/Agency Secretary of the City of Glendora, do hereby certify that the foregoing Joint Resolution was duly adopted by the City Council of the City of Glendora and the Community Redevelopment Agency of the City of Glendora, California, at a Regular Joint meeting held on the 22nd day of February, 2011, by the following vote:

AYES: COUNCIL/AGENCY MEMBERS: Davis, Kent, Murabito, Tessitor, and Herman
NOES: COUNCIL/AGENCY MEMBERS: None
ABSENT: COUNCIL/AGENCY MEMBERS: None
ABSTAIN: COUNCIL/AGENCY MEMBERS: None

Dated: February 23, 2011



KATHLEEN R. SESSMAN
City Clerk/Agency Secretary

**City of Glendora
Employee Benefit Information
Department Directors/Executive Management**

1. **Social Security - No contributions are paid by the City or employee into Social Security**
2. **Medicare - 1.45% of salary paid by City and employee for a total of 2.9% (for employees hired after 4/1/86)**
3. **Employer Paid Member Contributions (PERS EPMC) - City's PERS Contribution will be reported to PERS as additional compensation per Government Code Section 20636(c)(4) and IRS code section 414(h)(2).**
4. **Employee CalPERS contribution rates which are statutorily set at eight (8) percent for Miscellaneous employees and nine (9) percent for Safety employees, shall be fully paid by the employee by reimbursing the City.**
5. **Flexible Benefit Plan - All Department Directors will receive \$820 + 1.5% of salary mo. (mandatory health, dental & LTD). Employee may receive non used/required benefit amount in cash, however, not more than \$800 + 1.5% salary per month.**
6. **Vision - City pays employee only coverage (dependent vision insurance can be purchased with flexible benefit plan)**
7. **Life Insurance - City pays for \$100,000 policy for Police Chief, Finance Director, City Clerk and Public Works Director and \$50,000 policy for Deputy City Manager, Planning and Redevelopment Director, Community Services Director and Library Director**
8. **LTD - City pays ½ the cost**
9. **Deferred Compensation - Available (no employer participation)**
10. **Holidays - The following ten (10) holiday are recognized.**

**New Year's Day
Martin Luther King, Jr. Day
Presidents' Day
Memorial Day
Independence Day**

**Labor Day
Veterans Day
Thanksgiving Day
Friday following Thanksgiving Day
Christmas Day**

The last four hours of Christmas Eve and New Year's Eve will be designated as holidays except when Christmas and New Year's days fall on a Sunday or Monday. Employees scheduled to work on one or both of these holidays shall receive four hours of holiday pay for each period worked in addition to regular compensation.

Employees scheduled to work on one or both of these times but on an approved leave, shall receive holiday pay in lieu of leave pay.

11. Sick Days per Calendar Year - 3.69 hours per pay period (no maximum accumulation)
12. Administrative Leave - See Contract for Department Directors hired prior to January 1, 2011. After that date, new Directors shall not be entitled to this benefit.
13. Vacation Leave - See Contract
14. Auto Allowance – See Contract
15. Tuition Reimbursement - Job related and at State University rates.
16. Bereavement Leave - 24 hours (8 additional if internment service is over 500 miles away)
17. Personal Emergency Leave -- 24 hours/year (to be taken out of sick leave)
18. Family Illness Leave -- 48 hours/year (to be taken out of sick leave)
19. Community Service Expense - See contract
20. City shall pay for a full physical every 2 years should the employee wish to take advantage of. Employee shall make all arrangement through the Human Resources Department.
21. Employee Assistance Plan shall be extended to employee at no cost.
22. IRS 125 and 129 Flexible Spending Account available after one year of employment or sooner if permitted by the Plan Administrator.
23. Retiree Medical Plan contribution - Retire age 55+ with a minimum of 10 years service (Miscellaneous) or retire age 50+ with a minimum of 15 years service (Safety) with the City of Glendora is \$300/month until age 65. If retired after age 60, will receive the contribution for a maximum of 5 years after receiving Medicare benefits.
24. Unused Sick Leave Credit - Sick leave is converted to service credit upon retirement when retirement date within four (4) months of employment separation or based on the current regulations promulgated by CalPERS at the time.

- 25. PERS contract amendments - include 1959 Survivors Benefit, level 2 (Section 21572) for Miscellaneous and level 4 (Section 21574) for Safety, and purchase Military Service Credit as Public Service (Section 21024)**

***Benefits listed in this Exhibit shall govern unless stated otherwise in the Department Director's employment contract. If the City Council adopts a Council resolution subsequent to the effectiveness date of individual's most current employment contract, then that resolution shall govern when it comes to elements relating to Employee Benefits.**

**Department Director
Salary Schedule
Exhibit B**

Position Classification (alphabetical)	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
City Clerk	8,843.00	9,064.08	9,290.68	9,522.94	9,761.02	10,005.04	10,255.17	10,511.55	10,774.34	11,043.70
Community Services Director	10,458.00	10,719.45	10,987.44	11,262.12	11,543.68	11,832.27	12,128.07	12,431.28	12,742.06	13,060.61
Deputy City Manager	11,766.00	12,060.15	12,361.65	12,670.70	12,987.46	13,312.15	13,644.95	13,986.08	14,335.73	14,694.12
Finance Director	11,613.00	11,903.33	12,200.91	12,505.93	12,818.58	13,139.04	13,467.52	13,804.21	14,149.31	14,503.05
Library Director	9,742.00	9,985.55	10,235.19	10,491.07	10,753.35	11,022.18	11,297.73	11,580.18	11,869.68	12,166.42
Planning & Redevelopment Director	11,540.00	11,828.50	12,124.21	12,427.32	12,738.00	13,056.45	13,382.86	13,717.43	14,060.37	14,411.88
Police Chief	14,273.00	14,629.83	14,995.57	15,370.46	15,754.72	16,148.59	16,552.30	16,966.11	17,390.26	17,825.02
Public Works Director	11,766.00	12,060.15	12,361.65	12,670.70	12,987.46	13,312.15	13,644.95	13,986.08	14,335.73	14,694.12