



**MWD**

METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

JUN 11 1996

*Dawn Chin*  
EXECUTIVE SECRETARY

June 5, 1996

**To:** Board of Directors

**From:** Chairman, Special Committee  
on Department Head Compensation

**Subject:** Department Heads' Performance Evaluation, Salary and Compensation

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### RECOMMENDATION(S)

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The Special Committee on Department Head Compensation recommends the Board approve:

1. An incentive payment of \$3,660 for the General Manager, based on his performance evaluation rating of "exceeds expectations", and, an increase of one week of annual leave;
2. An incentive payment of \$3,288 for the General Counsel, based on his performance evaluation rating of "exceeds expectations", and, an increase of one week of annual leave;
3. An increase in the Auditor's salary from \$100,275 to \$104,021, based on his performance evaluation rating of "exceeds expectations". Effective date to be the nearest pay period to July 1, 1996; and
4. That the Administrative Code be amended accordingly.

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### EXECUTIVE SUMMARY

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The Board of Directors is responsible for establishing the salary and benefits for the three Department Heads: General Manager, General Counsel and Auditor. On June 4, 1996, the Special Committee on Department Head Compensation (Committee) met to evaluate the performance of the Department Heads and to consider their compensation packages. The following is a summary of the Committee's recommendations.

**DETAILED REPORT**

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**General Manager**

An incentive payment in the amount of \$3,660 is recommended for the General Manager. The payment is based on an "exceeds expectations" rating for the 1995/96 performance evaluation. This payment would not increase the General Manager's base salary. The Committee also recommends an increase of one week annual leave. The additional annual leave benefit is in addition to that provided for in the Administrative Code.

The Committee also recommended an "exceeds expectations" team rating for the unrepresented employees for fiscal year 1995/96.

**General Counsel**

An incentive payment in the amount of \$3,288 is recommended for the General Counsel. The payment is based on an "exceeds expectations" rating for the 1995/96 performance evaluation. This payment would not increase the General Counsel's base salary. The Committee also recommends an increase of one week annual leave. The additional annual leave benefit is in addition to that provided for in the Administrative Code.

**Auditor**

An increase in the Auditor's salary from \$100,275 to \$104,021, based on his performance evaluation rating of "exceeds expectations" for the 1995/96 performance evaluation.