

(0-82-249)

ORDINANCE NUMBER O- 15788 (New Series)

Adopted on AUG 2 1982

AN ORDINANCE AMENDING CHAPTER II, ARTICLE 2, DIVISION 10 OF THE SAN DIEGO MUNICIPAL CODE BY AMENDING SECTIONS 22.1010, 22.1011, 22.1012, 22.1013, 22.1014, 22.1016, 22.1017 AND 22.1018, RELATING TO SUGGESTION AWARDS PROGRAM.

BE IT ORDAINED, by the Council of The City of San Diego, as follows:

Section 1. That Chapter II, Article 2, Division 10 of the San Diego Municipal Code be and it is hereby amended by amending Sections 22.1010, 22.1011, 22.1012, 22.1013, 22.1014, 22.1016, 22.1017 and 22.1018 to read as follows:

SEC. 22.1010 SUGGESTION AWARDS COMMITTEE

There is hereby established a Suggestion Awards Committee to be composed of nine (9) members selected and appointed as follows:

1. The City Manager or his alternate.
2. Four (4) department directors or their alternates appointed by the City Manager.
3. One representative each of AFL-CIO Local 145-- International Fire Fighters Association, AFL-CIO Local 127--American Federation of State, County and Municipal Employees, San Diego Police Officers Association, and Municipal Employees Association.

SEC. 22.1011 TERM OF OFFICE

The term of office for Committee members other than

the City Manager, or his/her alternate, shall not exceed one year; provided, however, that such member may serve for more than one term.

SEC. 22.1012 SUGGESTION AWARDS COORDINATOR

There shall be a full-time executive secretary to the Committee known as the Suggestion Awards Coordinator, appointed by the City Manager, who shall be subject to the policy direction of the Committee and to the daily administrative supervision of the appointing authority.

SEC. 22.1013 QUORUM

Any five (5) members of the Committee shall constitute a quorum.

SEC. 22.1014 COMMITTEE VOTING

Each member of the Committee shall have one vote, and at least five (5) affirmative votes of the Committee shall be necessary to pass any matter requiring Committee action.

SEC. 22.1016 SUGGESTIONS ELIGIBLE FOR AWARDS

All suggestions submitted by employees of the City are eligible for an award with the following exceptions:

1. Suggestions concerning items contained in a Memorandum of Understanding.
2. Suggestions concerning compensation and benefits.
3. Requests for standard items.
4. Solutions to problems that fall within the specific scope of an officially assigned task or responsibility.
5. Ideas which duplicate previous suggestions.
6. Ideas that were already under active and continuous consideration prior to the receipt of the suggestion.

7. Increases in fees or charges.

8. Ideas that are the result of a problem-solving group formed by management.

Any eligible employee submitting a suggestion which is not placed into effect shall retain award eligibility for three years from the date of Committee action. Once the three-year period has elapsed, no obligation exists to award the suggestion, unless the eligible employee resubmits the suggestion in accordance with Committee rules.

Any eligible employee submitting a suggestion which is placed into effect shall not lose his or her eligibility for an award by reason of termination of employment or by becoming ineligible subsequent to submission of the suggestion.

#### SEC. 22.1017 AWARDS

Upon a finding by the Committee that a net savings or net increase in revenue will accrue to the City through adopting and placing the suggestion into operation, the Committee may recommend to the Council that an award be made appropriate to the category of eligibility of the suggester. Three categories of eligibility are established, as follows:

1. Category I: Employees who are expected to develop cost saving ideas in all areas of City operations as a natural extension of their normal job duties. Category I employees shall be eligible for a recognition award.

2. Category II: Employees who are expected to develop

cost saving ideas within their area of professional expertise and career development. Category II employees shall be eligible for merchandise awards according to the following schedule:

<u>Savings</u>	<u>Value of Merchandise Award</u>
\$ 0 - \$ 100	Recognition
\$ 101 - \$ 250	\$ 25
\$ 251 - \$ 500	\$ 50
\$ 501 - \$1,000	\$ 100
\$1,001 - \$2,500	\$ 250
\$2,501 - \$5,000	\$ 500
\$5,001 +	\$1,000

3. Category III: Employees who are not normally expected to develop cost saving ideas outside the area of their specific job assignment. Category III employees shall be eligible for an award not to exceed \$5,000 or thirty percent (30%) of the estimated first year's net savings or net increase in revenue, whichever is less.

The City Manager shall determine the Category of Eligibility for each job classification, and shall publish and distribute this information for guidance of all employees.

Where the Committee finds that it is impracticable or uneconomical to estimate the amount of such savings or increase in revenue, the Committee may nevertheless recommend that the Category I suggester receive a recognition award, the Category II suggester receive a \$50 merchandise award and the Category III suggester be paid a monetary award not to exceed \$500 for any one suggestion.

Where the Committee finds that the suggestion cannot be adopted or placed in operation but that the suggestion has led directly to the adoption of improvements or changes that result in a savings or increase in revenue to the City, the Committee may recommend to the Council that the Category I suggester receive a recognition award, the Category II suggester receive a \$50 merchandise award, and the Category III suggester be paid a monetary award not to exceed \$500 for any one suggestion.

At the end of the first twelve (12) months following the granting of any monetary award of less than \$5,000 to a Category III employee, or any merchandise award of less than \$1,000 to a Category II employee, the Committee shall reinvestigate such suggestion and shall determine or estimate the extent to which said suggestion has resulted in a net savings or a net increase in revenue to the City.

For a Category III employee, if the Committee concludes that a net savings or net increase in revenue for such twelve-month period has been realized and that the previous award was less than thirty percent (30%) of such savings, then the Committee may recommend that the suggester be paid an additional award not to exceed thirty percent (30%) of the difference between the original award and the reevaluated first year's net savings or net increase in revenue.

For Category II employees, if the Committee concludes that a net savings or net increase in revenue for such twelve-month period has been realized and that the value of

the previous merchandise award was less than appropriate for such savings, then the Committee may recommend that the suggester receive an additional merchandise award with a value not to exceed the difference between the value of the merchandise award and the value of the merchandise award appropriate for the reevaluated first year's net savings or net increase in revenue. In no event, however, shall the aggregate total monetary award for any one suggestion exceed \$5,000 or the aggregate total of merchandise awards for any one suggestion exceed the value of \$1,000.

SEC. 22.1018 COUNCIL APPROVAL OF AWARDS

Upon receiving a recommendation from the Committee, the Council shall consider the recommendation and may approve it. Upon approval by the Council of a recommendation of the Committee, the award shall be made.

Section 2. This ordinance shall take effect and be in force on the thirtieth day from and after its passage.

APPROVED: John W. Witt, City Attorney

By Stuart H. Swett  
Stuart H. Swett  
Chief Deputy City Attorney

SHS:rc:361  
6/4/82  
Or.Dept:Risk Mgmt.  
Form=none

AUG 02 1982

Passed and adopted by the Council of The City of San Diego on \_\_\_\_\_  
by the following vote:

Councilmen	Yeas	Nays	Not Present	Ineligible
Bill Mitchell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bill Cleator	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Susan Golding	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Leon L. Williams	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ed Struiksma	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mike Gotch	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dick Murphy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lucy Killea	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mayor Pete Wilson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AUTHENTICATED BY:

\_\_\_\_\_  
PETE WILSON  
Mayor of The City of San Diego, California.

\_\_\_\_\_  
CHARLES G. ABDELNOUR  
City Clerk of The City of San Diego, California.

(Seal)

By Marjorie L. Pontecorvo, Deputy.

I HEREBY CERTIFY that the foregoing ordinance was not finally passed until twelve calendar days had elapsed between the day of its introduction and the day of its final passage, to wit, on

JUL 19 1982

AUG 02 1982

, and on \_\_\_\_\_

~~I FURTHER CERTIFY that said ordinance was read in full prior to its final passage.~~

I FURTHER CERTIFY that the reading of said ordinance in full was dispensed with by a vote of not less than a majority of the members elected to the Council, and that there was available for the consideration of each member of the Council and the public prior to the day of its passage a written or printed copy of said ordinance.

\_\_\_\_\_  
CHARLES G. ABDELNOUR  
City Clerk of The City of San Diego, California.

(Seal)

By Marjorie L. Pontecorvo, Deputy.

Office of the City Clerk, San Diego, California

Ordinance Number 0-15788

Adopted AUG 02 1982

CERTIFICATE OF PUBLICATION

24 AUG 1982  
SAN DIEGO, CALIF.

SAN DIEGO, CITY OF  
12th floor, 202 C St.  
San Diego, CA 92101  
ATTN: PONTECORVO

IN THE MATTER OF

NO.

ORDINANCE NO. O-15788

**ORDINANCE NO. O-15788**  
**(New Series)**  
AN ORDINANCE AMENDING CHAPTER 2, ARTICLE 2, DIVISION 19 OF THE SAN DIEGO MUNICIPAL CODE BY AMENDING SECTIONS 22.1910, 22.1911, 22.1912, 22.1913, 22.1914, 22.1915, 22.1917, AND 22.1918, RELATING TO SUGGESTION AWARDS PROGRAM.  
This ordinance amends Municipal Code provisions governing the Suggestion Awards Program containing changes to Committee composition, term of office, quorum, and the appointing authority for the Suggestion Awards Coordinator. In addition, suggestion topics that are ineligible for award are more clearly defined. Suggestor eligibility has been redefined into three categories with each category having a different award schedule based on job level and responsibility. Finally, a statute of limitations for non-accepted suggestion has been included.  
Introduced on JULY 18, 1982  
Passed and adopted by the Council of The City of San Diego on AUGUST 2, 1982.  
AUTHENTICATED BY:  
PETE WILSON, Mayor of the City of San Diego, California.  
CHARLES G. ABDELNOUR, City Clerk of The City of San Diego, California.  
By MAYDELL L. PONTECORVO, Deputy  
August 19, 1982

I, Charlene Casselman, am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the San Diego Daily Transcript, a newspaper of general circulation, printed and published daily, except Saturdays and Sundays, in the City of San Diego, County of San Diego, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of San Diego, State of California, under the date of January 23, 1909, Decree No. 14894; and the

ORDINANCE NO. O-15788  
(New Series)

is a true and correct copy of which the annexed is a printed copy and was published in said newspaper on the following date(s), to wit:

August 16, 1982

I certify under penalty of perjury that the foregoing is true and correct.

Dated at San Diego, California this 16th day of Aug, 1982

Charlene Casselman

(Signature)

00908

2-3/8" x 218.87 x 1 = 42.13