



Agenda Date: 8/23/2005  
Agenda Placement: 6S

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Pamela Hansen for Dennis Morris - Director  
Human Resources  
**REPORT BY:** Pamela Hansen, Human Resources Analyst III, 253-4305  
**SUBJECT:** Resolution approving adding Management Compensation to salary

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### **RECOMMENDATION**

Human Resources Director requests adoption of a resolution amending the Table and Index for the purpose of adding the \$130 biweekly Management Compensation to salary for all management non-classified, management non-classified (other) and management classified employees effective August 27, 2005.

### **EXECUTIVE SUMMARY**

Management Compensation, in the biweekly amount of \$130.00, has historically been paid to all management non-classified, management non-classified (other) and management classified employees as additional pay above and beyond the salaries designated in the Table and Index. This action will simplify the administration and the reporting of management compensation to CalPERS by eliminating the separate biweekly payment of management compensation and including the same amount in the salaries identified in the Table and Index. There will be no net increase in total management compensation this fiscal year as a result of this action.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Departmental budgets
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval of the recommended action will simplify the administration and the reporting of management compensation to CalPERS by eliminating the separate biweekly payment of management compensation and including the same amount in the salaries identified in the Table and Index. There will

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	be no net increase in total management compensation this fiscal year as a result of this action.
Is the general fund affected?	Yes
Future fiscal impact:	In future years, should the Board approve cost of living increases for management employees, the biweekly amount of \$130 would be subject to cost of living increases by virtue of having been incorporated into management salaries. Previously the biweekly \$130 management compensation has not been subject to cost of living/salary increases because it was reported as extra pay and not salaries. This compensation will also be included as reportable compensation to CalPERS. However, this shift in recognizing and reporting compensation is expected to have a minimal fiscal impact in future years.
Consequences if not approved:	Reporting of management compensation to CalPERS would not be simplified because the biweekly management compensation would not be reported as salary.
Additional Information:	None

### **ENVIRONMENTAL IMPACT**

**ENVIRONMENTAL DETERMINATION:** The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

Management Compensation, in the biweekly amount of \$130.00, has historically been paid to all management non-classified, management non-classified (other) and management classified employees as additional pay above and beyond the salaries designated in the Table and Index. Approval of the recommended action will simplify the administration and the reporting of management compensation to CalPERS by eliminating the separate biweekly payment of management compensation and including the same amount in the salaries identified in the Table and Index. There will be no net increase in total management compensation this fiscal year as a result of this action. (With approximately 135 management employees subject to this action, the net annual shift of compensation from "extra pay" to management salaries is approximately \$421,000.)

Exhibit A of the attached resolution contains a listing of all management non-classified, management non-classified (other) and management classified classes currently eligible to receive the \$130.00 biweekly management compensation. With Board approval, effective August 27, 2005, the biweekly management compensation amount will be added to management salaries and will therefore be discontinued as additional pay.

### **SUPPORTING DOCUMENTS**

A . Resolution

CEO Recommendation: Approve

Reviewed By: Andrew Carey