

Agenda Date: 11/4/2020 Agenda Placement: 7C

# Napa Sanitation District **Board Agenda Letter**

TO: Honorable Board of Directors

FROM: Cheryl P. Schuh for Timothy Healy - General Manager

**NS-General Manager Office** 

**REPORT BY:** Cheryl P. Schuh, Human Resources Officer/Clerk of the Board - 258-6003

SUBJECT: Adopt Resolution Approving and Adopting Pay Schedules for FY 2020-21

#### **RECOMMENDATION**

Adopt Resolution approving and adopting the new pay schedules for 2020-21, effective July 11, 2020.

## **EXECUTIVE SUMMARY**

California Code of Regulations Section 570.5 requires that the District have a publicly available pay schedule. The pay schedule must meet all of the following requirements:

- 1. Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meetings laws;
- 2. Identifies the position title for every employee position;
- 3. Shows the payrate for each identified position, which may be stated as a single amount or as multiple amounts within a range;
- 4. Indicates the time base, including, but not limited to, whether the time base is hourly, daily, biweekly, monthly, bimonthly, or annually;
- 5. Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer's internet website;
- 6. Indicates an effective date and date of any revisions;
- 7. Is retained by the employer and available for public inspection for not less than five years; and
- 8. Does not reference another document in lieu of disclosing the payrate

This regulation applies to all employers reporting compensation to CalPERS. The hourly pay schedule for FY 2020-21 is presented to the Board of Directors for approval. The pay schedule is effective July 11, 2020. Salaries for all Teamsters employees have increased 2.75 % pursuant to the contract with Teamsters Local 315 Union.

The Association of Management Professionals of Napa Sanitation District (AMPNSD) and the Board have not yet approved a new contract. Once an agreement has been reached, this item will be before the Board again for approval of the revised salary schedule including the management group.

No

## **FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact?

## **ENVIRONMENTAL IMPACT**

None.

#### **BACKGROUND AND DISCUSSION**

None.

## **SUPPORTING DOCUMENTS**

A. Resolution

B . SalaryTable for 2020-2021

Napa Sanitation District: Approve

Reviewed By: Timothy Healy