



Agenda Date: 12/2/2020

Agenda Placement: 8D

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 FY 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 employees have increased 2.75 % pursuant to the contracts with Teamsters Local 315 Union and Association of Management Professionals of Napa Sanitation District. Salaries for some

classifications increased due to market rate comparisons.

In addition, SB 1436 requires local agencies orally report in open session a summary of recommendations regarding any changes to local agency executives' compensation and benefits. The change to salary for NapaSan executive (General Manager) is an increase of 7.6% of his previous salary including the cost of living adjustment.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

None.

BACKGROUND AND DISCUSSION

None.

SUPPORTING DOCUMENTS

A . Resolution Adopting Pay Rates for FY 2020-21

B . Salary Schedule for Fiscal Year 2020-21

Napa Sanitation District: Approve

Reviewed By: Timothy Healy