



Agenda Date: 7/17/2019

Agenda Placement: 8C

Napa Sanitation District Board Agenda Letter

TO: Honorable Board of Directors

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

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

SUBJECT: Adopt Resolution Approving and Adopting Pay Schedules for FY 2019-20

RECOMMENDATION

Adopt Resolution approving and adopting the new pay schedules for FY 2019-20, effective June 29, 2019.

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 2019-20 is presented to the Board of Directors for approval. The pay schedule is effective June 29, 2019. Salaries for all employees have increased 2.75% pursuant to the contract with Teamsters Local 315 Union.

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 salaries for NapaSan executives is an increase of 2.75% of their current salaries.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

None.

BACKGROUND AND DISCUSSION

None.

SUPPORTING DOCUMENTS

- A . Resolution
- B . Salary Schedule for 2019/2020

Napa Sanitation District: Approve
Reviewed By: Jeff Tucker