



Agenda Date: 7/18/2018
Agenda Placement: 8C

Napa Sanitation District Board Agenda Letter

TO: Honorable Board of Directors
FROM: Jeff Tucker - Director of Administrative Services/CFO
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 2018-19

RECOMMENDATION

Adopt Resolution approving and adopting the new pay schedules for FY 2018-19, effective June 30, 2018.

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 and monthly pay schedules for FY 2018-19 are presented to the Board of Directors for approval. These pay schedules are effective June 30, 2018. 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 - Hourly
- C . Salary Schedule - Monthly

Napa Sanitation District: Approve

Reviewed By: Jeff Tucker