



Agenda Date: 8/4/2021
Agenda Placement: 8A

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 2021-22

RECOMMENDATION

Adopt Resolution approving and adopting the new pay schedules for FY 2021-22, effective July 10, 2021.

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. NapaSan's hourly pay schedule for FY 2021-22 is presented to the Board of Directors for approval. The pay schedule is effective July 10, 2021. Salaries for some classifications increased pursuant to the approved market rate adjustments in the Memorandum of Understanding for each unit. Salaries for all employees have increased 2.5 % pursuant to the

contracts with Teamsters Local 315 Union and Association of Management Professionals of Napa Sanitation District.

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) equals an increase of 5.9% of his previous salary including the cost of living adjustment (\$112.69 per hour to \$119.43 per hour).

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

None.

BACKGROUND AND DISCUSSION

None.

SUPPORTING DOCUMENTS

- A . Resolution
- B . Job Classification Hourly Salary Schedule Listing

Napa Sanitation District: Approve
Reviewed By: Timothy Healy