

HEBER PUBLIC UTILITY DISTRICT REPORT TO BOARD OF DIRECTORS

MEETING DATE: September 15, 2016

FROM: Laura Fischer, General Manager

SUBJECT: Approve Salary Schedules for FY 2016-17

ISSUE:

Shall the Board of Directors approve the salary schedules for FY 2016-17?

GENERAL MANAGER RECOMMENDATION:

It is recommended that the Board approve the salary schedules for FY 2016-17.

FISCAL IMPACT: NONE

This action will ratify the changes in the salaries for all employees including the previously approved MOU with the Natural Resources and Technical Association, the unrepresented staff including Chief Operator, Finance Manager, Senior Account Clerk, Bookkeeper and General Manager.

BACKGROUND:

The HPUD Board approved a three year Memorandum of Understanding with the Natural Resources and Technical Association in June. At the last Board meeting, the HPUD Board of Directors approved salary adjustments for the unrepresented employees and authorized an Amendment to the Employment Contract with the General Manager.

DISCUSSION:

The Salary Schedule that is presented for your approval, list all of these previously approved salary adjustments. Approving all of the salaries in one documents meets the State Finance Department requirements as well as CalPERS. This salary schedule will be posted on our website.

The CalPERS audit team stated that regardless of the timing of the new regulations, the Heber Public Utility District must adopt the salary schedules that include all employees and approved positions.

CONCLUSION:

The salary schedule reflects the true and accurate salaries of all employees both represented by the Natural Resources Technical Association and all unrepresented employees. In order to meet state and CalPERS requirements the HPUD must have an approved Salary Schedule. Staff recommend approval of the FY 2016-17 Salary Schedule.

ALTERNATIVE:

- 1) Do not approve the salary schedules as presented.
- 2) Provide alternative direction to staff.

Respectfully Submitted,

Laura Fischer,
General Manager

Attachment: Salary Schedule for FY 2016-17

HEBER PUBLIC UTILITY DISTRICT
SALARY SCHEDULE EFFECTIVE July 1st 2016
 Resolution 2016-10 Adopted July 11,2016

| Position | Salary Period | 1-Jul-16 | |
|-------------------|---------------|----------|--------|
| | | Step 1 | Step 2 |
| Lead Operator | Monthly | 4,834 | 5,076 |
| | Annual | 58,007 | 60,907 |
| | Hourly Rate | 27.888 | 29.282 |
| W / WW Operator | Monthly | 4,384 | 4,603 |
| | Annual | 52,603 | 55,233 |
| | Hourly Rate | 25.290 | 26.555 |
| W / WW - OIT | Monthly | 4,176 | 4,384 |
| | Annual | 50,107 | 52,613 |
| | Hourly Rate | 24.090 | 25.295 |
| Parks Maintenance | Monthly | 3,455 | 3,628 |
| | Annual | 41,459 | 43,531 |
| | Hourly Rate | 19.932 | 20.929 |

HEBER PUBLIC UTILITY DISTRICT
Non represented employees
SALARY SCHEDULE EFFECTIVE July 1st 2016
 Adopted September 15, 2016

| Position | Salary Period | FY 2016-17 |
|----------------------|---------------|------------|
| General Manager | Monthly | 7,856 |
| | Annual | 94,272 |
| | Hourly | 45.323 |
| Finance Manager | Monthly | 6,156 |
| | Annual | 73,877 |
| | Hourly | 35.518 |
| Chief Operator | Monthly | 6,081 |
| | Annual | 72,976 |
| | Hourly | 35.084 |
| Bookkeeper | Monthly | 3,930 |
| | Annual | 47,163 |
| | Hourly | 22.675 |
| Senior Account Clerk | Monthly | 3,930 |
| | Annual | 47,163 |
| | Hourly | 22.675 |