

HEBER PUBLIC UTILITY DISTRICT REPORT TO BOARD OF DIRECTORS

MEETING DATE: August 20, 2020

FROM: Laura Fischer, General Manager

SUBJECT: Approve Salary Schedules for FY 2020-21 via Resolution Number 2020-09.

ISSUE:

Shall the Board of Directors approve the salary schedules for FY 2020-21 via Resolution 2020-09?

GENERAL MANAGER RECOMMENDATION:

It is recommended that the Board approve the salary schedules for FH 2020-21 via Resolution 2020-09.

FISCAL IMPACT: NONE

This action will ratify the changes in the salaries for all employees, including the changes to the 2020-21 MOU with the Natural Resources and Technical Association, and the unrepresented staff including Chief Operator, Finance Manager, Senior Account Clerk, Bookkeeper and General Manager.

BACKGROUND:

The HPUD Board approved a one-year Memorandum of Understanding with the Natural Resources and Technical Association in 2019. At the last Board meeting, the HPUD Board of Directors authorized the General Manager to negotiate a one-year agreement with the NRTA representatives regarding possible salary adjustments, insurance adjustments and other items.

Since that Board meeting, the NRTA has agreed to the HPUD Board recommendation and the Salary Schedule reflecting a zero percent raise is presented for your approval. The approval of the MOU for a one-year period is on the agenda as items number 8.E.

DISCUSSION:

The Salary Schedule that is presented for your approval, list all HPUD job titles, including the new parks position. Approving the salaries in one document 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 unrepresented

employees. In order to meet state and CalPERS requirements the HPUD must have an approved Salary Schedule. Staff recommend approval of the FY 2020-21 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: Resolution 2020-09 and Exhibit A Salary Schedule for FY 2020-21

RESOLUTION NO. 2020-09

**A RESOLUTION OF THE HEBER PUBLIC
UTILITY DISTRICT ESTABLISHING A
COMPENSATION PLAN FOR EMPLOYEES FOR
FISCAL YEAR 2020-21**

WHEREAS, the Heber Public Utility District is required by Government Code to prescribe the time and method of paying salaries and wages of officers and employees; and

WHEREAS, the Heber Public Utility District has determined that it is necessary for the efficient operation and management of the District to establish a comprehensive wage and salary schedule and to fix the rates of compensation to be paid to employees of the District; and

NOW, THEREFORE THE HEBER PUBLIC UTILITY DISTRICT RESOLVES:

The attached Salary Schedule (Exhibit A) is hereby adopted.

PASSED, APPROVED AND ADOPTED this 20th day of August 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

By _____
Moises Cardenas
President of the Board

ATTEST:

By _____
Raquel Carrillo,
Secretary of the Board of Directors

HEBER PUBLIC UTILITY DISTRICT
NRTA BARGAINING UNIT
SALARY SCHEDULE EFFECTIVE July 1st 2020
Resolution 2020-09 - Adopted August 20, 2020

Position	Salary Period	01-Jul-20	
		Step 1	Step 2
Lead Operator	Monthly	5,130	5,386
	Annual	61,558	64,634
	Hourly Rate	29.595	31.074
W / WW Operator II	Monthly	4,652	4,885
	Annual	55,823	58,614
	Hourly Rate	26.838	28.180
W / WW - OIT	Monthly	4,042	4,244
	Annual	48,504	50,929
	Hourly Rate	23.319	24.485
Parks Maintenance II New Title	Monthly	3,666	3,850
	Annual	43,996	46,195
	Hourly Rate	21.152	22.209
Parks Maintenance 1 New Position	Monthly	2,773	2,912
	Annual	33,280	34,944
	Hourly Rate	16.000	16.800

HEBER PUBLIC UTILITY DISTRICT
Non represented employees

Position	Salary Period	FY 2020-21
General Manager	Monthly	8,414
	Annual	100,966
	Hourly	48.541
Finance Manager	Monthly	5,750
	Annual	69,000
	Hourly	33.173
Chief Operator	Monthly	6,454
	Annual	77,443
	Hourly	37.232
Bookkeeper	Monthly	4,171
	Annual	50,051
	Hourly	24.063
Senior Account Clerk	Monthly	4,171
	Annual	50,051
	Hourly	24.063