

HEBER PUBLIC UTILITY DISTRICT

REPORT TO BOARD OF DIRECTORS

MEETING DATE: December 16, 2021

FROM: Laura Fischer, General Manager

SUBJECT: Authorize a Budget Modification to Include the Salary and Benefit Adjustments.

ISSUE:

Shall the Board of Directors authorize a budget modification to Salary and Benefit?

GENERAL MANAGER’S RECOMMENDATION:

It is recommended that the Board of Directors approve the budget modification as presented.

FISCAL IMPACT:

Not to exceed \$119,100 in Salary and Benefits.

INCREASE TO BUDGET FY 2021-22	\$ 22,700	\$ 60,300	\$ 58,000	\$ 5,000	\$ 146,000
	Parks & Rec	Water	Wastewater	Solid Waste	TOTAL Government Wide
BREAKDOWN					
NEW POSITION	16,000	40,000	40,000	4,000	100,000
4% SALARY INCREASE & MEDICAL COST REDUCTION	\$ 700	\$ 5,400	\$ 13,000	\$ -	\$ 19,100
TOTAL	16,700	45,400	53,000	4,000	119,100

BACKGROUND:

The Board approved and adopted Resolution 2021-15 to modify the memorandum of Understanding between the HPUD and the Natural Resources Technical Association; and at the meeting on December 16, 2021, the Board authorized a salary modification for unrepresented employees. The budget modification also takes into account the new medical insurance benefits that were approved in October 2020.

CONCLUSION:

As the Board’s action has increased the expenditures to salary and benefits, it is necessary to make a budget modification to include these changes.

ALTERNATIVES:

- 1) Do not authorize the budget modification.
- 2) Direct staff to made changes to the budget modifications presented.
- 3) Provide alternate direction to staff.

Respectfully Submitted,
 Laura Fischer, General Manager

RESOLUTION NO. 2021-17

**A RESOLUTION OF THE HEBER PUBLIC
UTILITY DISTRICT ESTABLISHING A
COMPENSATION PLAN FOR EMPLOYEES FOR
FISCAL YEAR 2021-22**

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) Attached to this Resolution is hereby adopted.

PASSED, APPROVED AND ADOPTED this 16th day of December 2021, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

By _____

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 2021

Resolution 2021-17 - Adopted December 16, 2021

Position	Salary Period	July 1, 2021 via Reso 2021-17	
		Step 1	Step 2
Lead Operator	Monthly	5,335	5,602
	Annual	64,020	67,221
	Hourly Rate	30.779	32.318
W / WW Operator II	Monthly	4,838	5,080
	Annual	58,057	60,959
	Hourly Rate	27.912	29.307
W / WW - OIT	Monthly	4,204	4,414
	Annual	50,444	52,966
	Hourly Rate	24.252	25.465
Parks Maintenance II New Title	Monthly	3,813	4,004
	Annual	45,756	48,044
	Hourly Rate	21.998	23.098

**HEBER PUBLIC UTILITY DISTRICT
Non represented employees**

Position	Salary Period	FY 20212-22
General Manager	Monthly	8,414
	Annual	100,966
	Hourly	48.541
Finance Manager	Monthly	6,197
	Annual	74,360
	Hourly	35.750
Chief Operator	Monthly	6,712
	Annual	80,540
	Hourly	38.721
Office Manager	Monthly	5,833
	Annual	70,000
	Hourly	33.654
Bookkeeper	Monthly	4,538
	Annual	54,454
	Hourly	26.180

Senior Account Clerk	Monthly	4,538
	Annual	54,454
	Hourly	26.180

HEBER PUBLIC UTILITY DISTRICT
Temporary Part-Time Employees

Position	Hourly	FY 2020-21
Recreation Center Coordinator Part Time	Hourly Rate	20.00
Maintenance Part Time	Hourly Rate	16.00