

AGENDA ITEM 2 B
Action Item

MEMORANDUM

DATE: February 6, 2025
TO: El Dorado County Transit Authority
FROM: Maria Harris, Human Resources Manager
SUBJECT: Ratification of the Executive Director Employment Contract

REQUESTED ACTION:

BY MOTION,

Final Ratification of the Executive Director Employment Contract as Amended and Salary Adjustment

BACKGROUND

December 5, 2024 The El Dorado County Transit Authority Board (Board) negotiated and approved the terms of an employment contract with current Executive Director, Brian James in an open, public meeting. The term of the employment contract shall end on June 30, 2026.

DISCUSSION

The matter before the Board today is final approval of a request to place the Executive Director on Step Two (2) of the Adopted Salary Schedule effective December 5, 2024, following approval. The Executive Director shall be paid longevity pay for continuous service with El Dorado Transit as follows:

- A. After 10 years 5% of base salary;
- B. After 15 years 7.5 of base salary;
- C. After 20 years 10% of base salary

A copy of the amended employment agreement is attached for review.

**FIRST AMENDMENT
EMPLOYMENT AGREEMENT BETWEEN THE
EL DORADO COUNTY TRANSIT AUTHORITY AND
THE EXECUTIVE DIRECTOR**

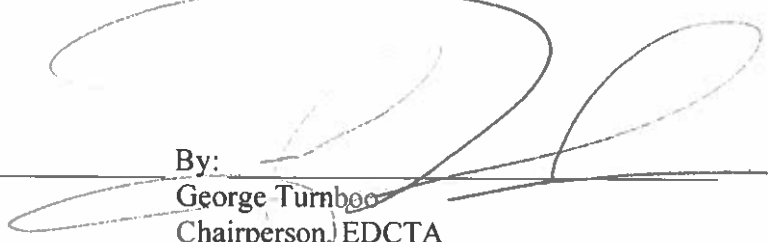
This Amendment, effective December 5, 2024, is entered into by and between the El Dorado County Transit Authority located at 6565 Commerce Way, Diamond Springs, California (hereinafter referred to as "EDCTA"), and Brian James (hereinafter referred to as the "Executive Director," collectively referred to as the "Parties") hereby amends the Employment Agreement dated November 2, 2023, as follows:

IV. Compensation.

Board may review Executive Director's salary and adjust at its sole discretion. The Executive Director's base pay as of the date of this Agreement shall be Step 2 of the Executive Director - Contract Salary Schedule, which is attached hereto as Attachment A. The Board may grant merit increases to the Executive Director during the term of this Agreement. The award of a merit increase shall be reflected in the minutes of the Board. The Executive Director shall be paid longevity pay for continuous service with El Dorado Transit as follows:

- A. After 10 years 5% of base salary;
- B. After 15 years 7.5% of base salary;
- C. After 20 years 10% of base salary.

DATED: 12/5/24 By: 
Brian James, Executive Director

DATED: 12/5/24 By: 
George Turnbo
Chairperson, EDCTA

ATTACHMENT A



JOB CLASSIFICATION	STEP	1	2	3	4	5	6	7
EXECUTIVE DIRECTOR	Hourly	\$58.81	\$61.75	\$64.83	\$68.08	\$71.48	\$75.05	\$78.81
	Monthly	\$10,193.01	\$10,702.66	\$11,237.80	\$11,799.69	\$12,389.67	\$13,009.15	\$13,659.61