

AGENDA ITEM 1 D
Consent Item

MEMORANDUM

DATE: November 5, 2020
TO: El Dorado County Transit Authority
FROM: Maria Harris, Human Resources Manager
SUBJECT: Revised Salary Schedule for Fiscal Year 2020/21

REQUESTED ACTION:
BY MOTION,

Adopt Resolution No. 20-27 approving the revised Salary Schedule for Fiscal Year 2020/21 affecting a change to the Custodian position's salary band in accordance with the State of California's increase to the minimum wage, effective January 1, 2021

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) periodically reviews job classifications, staffing needs and wage laws for updates and/or revisions necessary to maintain standard operations. The last salary adjustment for the El Dorado Transit salary structure was approved on May 2, 2019 which included a two percent (2%) Cost of Living Adjustment (COLA) for all unrepresented employees. The current El Dorado Transit salary schedule for Fiscal Year (FY) 2020/21 was adopted on June 4, 2020 by Resolution No. 20-10.

All employers in California are subject to the State's minimum wage law, Senate Bill (SB) 3, signed in 2016, which gradually increases the minimum wage to \$15.00 per hour by 2022 or 2023, depending on the size of the employer. A year after the minimum wage reaches \$15.00 per hour, the hourly rate increases annually based on a calculation tied to the consumer price index (CPI) capped at 3.5% per year. Effective January 1, 2021 the required minimum hourly rate will be \$14.00 an hour for the State of California.

DISCUSSION

The salary band eight (8) for the Custodian job classification was approved on February 1, 2018 by Board action and last adjusted in May 2019 for the COLA increase referenced earlier. This adjustment increased step one (1) of salary band eight (8) to \$13.18 an hour.

With the requested action, staff is recommending an adjustment of the Custodian job classification to salary band eleven (11) within the current salary structure. The beginning hourly rate for salary band eleven (11) is \$14.20. The recommended change in salary band will align

with State of California minimum wage law requirement, maintain our internal salary equity, and have the least fiscal impact on the agency's budget.

Future review of El Dorado Transit's salary structure will include a broader scope to incorporate all job classifications as well as take into consideration any changes necessary for the gradual increase to California's minimum wage law authorized by SB 3.

FISCAL IMPACT

The annual salary and benefits cost for the recommended change to the Custodian job classification from salary band eight (8) to salary band eleven (11) is estimated as follows:

	Est. Annual Cost @ Current Hourly Rates:	Est. Annual Cost @ New Hourly Rates:
One (1) full time allocated Custodian	\$ 94,813.89	\$ 98,656.42
Three (3) part time allocated Custodians	<u>\$142,220.84</u>	<u>\$147,984.63</u>
	\$237,034.74	\$246,641.06
Total estimated increase to annual salary and benefits costs:		\$9,606.32

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 20-27**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE EL DORADO COUNTY
TRANSIT AUTHORITY AUTHORIZING THE APPROVAL OF THE AMENDED SALARY
SCHEDULE FOR FISCAL YEAR 2020/21 FOR REGULAR AND EXTRA HELP
EMPLOYEES**

WHEREAS, Article 3.10 of the El Dorado County Transit Authority Personnel Policies and Procedures Manual provides that a salary schedule shall be established by Resolution of the Board of Directors of the El Dorado County Transit Authority; and

WHEREAS, the Manual further states “The monthly salary rates are also listed for the purpose of convenience in quotation of monthly salaries and computations for purposes of paying employees shall be on the basis of hourly rates;” and

WHEREAS, the attached revised salary schedule for Fiscal Year 2020/2021 is compliant with the California State Assembly Bill 3 State of California minimum wage increase; and

WHEREAS, the amended salary schedule incorporates a salary increase of seven and a half (7.5%) percent to the Custodian job classification, effective January 1, 2021.

NOW, THEREFORE, BE IT RESOLVED, that the following attached salary schedule is authorized by the Board of Directors of the El Dorado County Transit Authority, as revised to incorporate the ratified salary band for the Custodian Job Classification.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board held on the 5th day of November 2020, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

John Hidahl, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

El Dorado County Transit Authority

PROPOSED REVISED SALARY SCHEDULE FOR FISCAL YEAR 2020/21_Effective January 1, 2021

JOB CLASSIFICATION	STEP	1	2	3	4	5	6	7
ADMINISTRATIVE COORDINATOR - UR	Hourly	22.14	23.25	24.42	25.64	26.92	28.26	29.68
	Monthly	3,837.60	4,029.48	4,232.80	4,444.44	4,666.83	4,898.57	5,143.67
CUSTODIAN - UR	Hourly	14.20	14.91	15.65	16.44	17.26	18.12	19.03
	Monthly	2,461.33	2,584.40	2,711.97	2,849.43	2,991.91	3,139.93	3,298.71
EQUIPMENT TECHNICIAN I - UR	Hourly	19.09	20.05	21.05	22.11	23.21	24.37	25.59
	Monthly	3,308.93	3,474.47	3,648.32	3,832.57	4,022.55	4,223.79	4,435.08
EQUIPMENT TECHNICIAN II - UR	Hourly	21.08	22.13	23.24	24.40	25.62	26.90	28.25
	Monthly	3,653.87	3,836.56	4,028.44	4,230.03	4,439.93	4,661.97	4,896.84
EQUIPMENT TECHNICIAN II - UR - Y Rated	Hourly							29.51
	Monthly							5,115.07
EXECUTIVE DIRECTOR - CONTRACT	Hourly	55.48	58.25	61.17	64.23	67.44	70.81	74.35
	Monthly	9,616.53	10,097.36	10,602.28	11,132.51	11,689.25	12,273.73	12,887.51
FINANCE MANAGER - UR / C / M	Hourly	38.12	40.03	42.03	44.13	46.34	48.66	51.09
	Monthly	6,607.47	6,937.84	7,284.85	7,649.20	8,031.75	8,435.09	8,855.25
FISCAL TECHNICIAN I - UR	Hourly	17.73	18.62	19.55	20.53	21.55	22.63	23.76
	Monthly	3,073.20	3,226.95	3,388.32	3,557.84	3,735.85	3,922.71	4,118.92
FISCAL TECHNICIAN II - UR	Hourly	19.57	20.55	21.58	22.66	23.79	24.98	26.23
	Monthly	3,392.13	3,561.83	3,740.01	3,927.04	4,123.43	4,329.69	4,546.19
HUMAN RESOURCES MANAGER - UR / C / M	Hourly	36.29	38.10	40.01	42.01	44.11	46.31	48.63
	Monthly	6,290.27	6,603.13	6,935.07	7,281.91	7,646.08	8,026.72	8,429.89
MAINTENANCE AND FACILITIES SUPERVISOR - UR	Hourly	26.98	28.33	29.75	31.24	32.80	34.44	36.16
	Monthly	4,676.53	4,910.36	5,155.97	5,415.63	5,684.81	5,969.08	6,267.56
MAINTENANCE TECHNICIAN - UR	Hourly	18.63	19.56	20.54	21.57	22.65	23.78	24.97
	Monthly	3,229.20	3,390.75	3,560.44	3,738.63	3,925.65	4,122.04	4,328.31
OFFICE ASSISTANT I - UR	Hourly	14.20	14.91	15.66	16.44	17.26	18.12	19.03
	Monthly	2,461.33	2,584.40	2,713.71	2,849.43	2,991.91	3,139.93	3,298.71
OFFICE ASSISTANT II - UR	Hourly	15.67	16.46	17.28	18.14	19.05	20.00	21.01
	Monthly	2,716.13	2,853.76	2,994.85	3,144.61	3,302.00	3,467.19	3,642.43
OPERATIONS MANAGER - UR / C / M	Hourly	40.05	42.06	44.16	46.37	48.69	51.12	53.68
	Monthly	6,942.00	7,290.92	7,653.88	8,036.60	8,440.29	8,860.63	9,303.67
PLANNING & MARKETING MANAGER - UR / C / M	Hourly	30.53	32.05	33.66	35.34	37.11	38.96	40.91
	Monthly	5,291.87	5,554.81	5,834.40	6,126.12	6,432.57	6,752.55	7,090.20
SAFETY COORDINATOR - UR	Hourly	27.65	29.04	30.49	32.01	33.62	35.30	37.06
	Monthly	4,792.67	5,034.12	5,284.24	5,548.57	5,827.81	6,119.36	6,423.73
TRANSIT DISPATCHER - UR	Hourly	16.06	16.87	17.71	18.60	19.53	20.50	21.53
	Monthly	2,783.73	2,924.65	3,069.21	3,224.52	3,385.89	3,553.51	3,731.35
EXTRA HELP TRANSIT DISPATCHER - UR	Hourly	16.06	16.87	17.71				
	Monthly	2,783.73	2,924.65	3,069.21				
TRANSIT OPERATOR - FULL TIME - R	Hourly	18.34	19.26	20.22	21.23	22.29	23.41	24.58
	Monthly	3,178.93	3,337.88	3,504.80	3,680.04	3,864.12	4,057.39	4,260.36
TRANSIT OPERATOR - PART TIME - R	Hourly	18.34	19.26	20.22	21.23	22.29	23.41	24.58
	Monthly	3,178.93	3,337.88	3,504.80	3,680.04	3,864.12	4,057.39	4,260.36

El Dorado County Transit Authority

PROPOSED REVISED SALARY SCHEDULE FOR FISCAL YEAR 2020/21_Effective January 1, 2021

JOB CLASSIFICATION	STEP	1	2	3	4	5	6	7
EXTRA HELP TRANSIT OPERATOR - UR	Hourly	18.34	19.26	20.22				
	Monthly	3,178.93	3,337.88	3,504.80				
TRANSIT OPERATIONS SUPERVISOR - UR	Hourly	25.05	26.31	27.62	29.01	30.46	31.99	33.58
	Monthly	4,342.00	4,560.92	4,787.29	5,028.40	5,279.91	5,544.07	5,819.67

UR = Unrepresented
R = Represented
C = Confidential
M = Management

Unrepresented and Management; Resolution 20-27 Proposed November 5, 2020- Effective January 1, 2021
Represented; Board Ratified September 5, 2019; Resolution 20-10 Adopted June 4, 2020
Executive Director Salary Schedule Approved by Board on October 4, 2018