



BOARD ACTION

TO: Governing Board

FROM: Carlos Quintero, General Manager

DATE: August 18, 2023

SUBJECT: Consideration to Approve a Cost of Living Adjustment of Three Percent for all Unrepresented Management Employees and Adopt Resolution 23-17, Adopting a Revised Salary Schedule for All Employees Effective July 1, 2023

SUMMARY

Pursuant to Section 570.5 and 571.1 of Title 2 of the California Code of Regulations, Sweetwater Authority (Authority), and each public agency participating in CalPERS, is required to make publicly available a salary schedule that includes:

- Position title for every employee position
- Pay rate (or pensionable compensation) for each position
- Time base of each pay rate
- Any conditions for payment of an item of pensionable compensation

The regulations also contain criteria for ensuring the salary schedule is publicly available and does not permit a reference to another document (e.g., the budget) in lieu of the required salary schedule. Further, the regulations clarify that “compensation earnable” or “pensionable compensation” will be limited to the amount listed on a salary schedule that meets all of the established criteria and identifies how the pay rate may be determined where employers fail to meet the requirements. In addition, the regulations require that the salary schedule be duly approved and adopted by the Board in accordance with requirements of applicable public meeting laws.

To meet Sections 570.5 and 571.1 requirements for a duly Board-approved and adopted salary schedule, Resolution 23-17, Adopting the revised FY 2023-2024 Salary Schedule, is being provided for approval and adoption.

The salaries provided on the revised FY 2023-24 Salary Schedule implement Unrepresented Employees Cost of Living Adjustment, retroactive to July 1, 2023, which is subject to the same terms as Middle Management employees.

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PAST BOARD ACTIONS

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| June 28, 2023 | The Governing Board adopted Resolution 23-16, Adopting a Salary Schedule for All Employees Effective July 1, 2023. |
| January 25, 2023 | The Governing Board adopted Resolution 23-05, Adopting a Salary Schedule for All Employees Effective January 25, 2023 |
| November 9, 2022 | The Governing Board approved the First Amendment to the General Manager's Employment Agreement; and adopted Resolution 22-10, Adopting a Revised FY 2022-23 Pay Schedule effective July 1, 2022. |
| June 22, 2022 | The Governing Board adopted Resolution 22-05, Adopting a Salary Schedule for All Employees Effective July 1, 2022 |
| May 11, 2022 | The Governing adopted Resolution 22-02, Adopting a Salary Schedule for All Employees Effective May 11, 2022 |
| September 8, 2021 | The Governing Board adopted Resolution 21-16, Authorizing Execution of a Memorandum of Understanding between Sweetwater Authority and the Sweetwater Authority Confidential Group, Effective July 1, 2021 |
| September 8, 2021 | The Governing Board adopted Resolution 21-17, Authorizing Execution of a Memorandum of Understanding between Sweetwater Authority and the Sweetwater Authority Middle Management Group, Effective July 1, 2021 |
| February 10, 2021 | The Governing Board approved FY 2020-21 Pay Schedule for all employees effective February 10, 2021 |

FISCAL IMPACT

Funding for all Board-approved positions is budgeted in accordance with the attached Revised Salary Schedule.

POLICY

The Authority adheres to State law.

ALTERNATIVES

1. Approve a Cost of Living Adjustment of three percent for all Unrepresented Management Employees, and Adopt Resolution 23-17 Adopting a Revised Salary Schedule for All Employees Effective July 1, 2023.
2. Other direction as determined by the Governing Board.

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RECOMMENDATION

Staff recommends that the Governing Board approve a Cost of Living Adjustment of three percent for all Unrepresented Management Employees, and Adopt Resolution 23-17, Adopting a Revised Salary Schedule for All Employees Effective July 1, 2023.

ATTACHMENTS

1. Revised FY 2023-24 Salary Schedule, effective July 1, 2023. (proposed changes accepted)
2. Revised Proposed FY 2023-24 Salary Schedule, effective July 1, 2023 (tracked changes).
3. Resolution 23-17 Adopting the Revised FY 2023-24 Salary Schedule for All Employees.
4. FY 2022-23 Salary Schedule, effective July 1, 2023 (for reference).