

To: Board of Directors

Date: June 4, 2020

From: Lisa Rettig, Director of Human Resources

Reviewed by: Bill Churchill,
Assistant General Manager

WC.

SUBJECT: Placeholder for Administrative Employee Increase

SUMMARY OF ISSUES:

Normally, the General Manager would ask for authorization to increase Administrative staff salaries by a certain percentage amount during the June Board meeting. However, due to COVID-19 and our uncertain financial future, the General Manager is simply asking for a placeholder so that any increase if adopted by the Board of Directors will be effective July 1, 2020 for the Administrative Staff.

FINANCIAL IMPLICATIONS:

None at this time.

COMMITTEE RECOMMENDATIONS:

The A&F Committee recommends approval

ACTION REQUESTED:

Approve Resolution 2020-025.

RESOLUTION NO. 2020-025

**BOARD OF DIRECTORS CENTRAL CONTRA COSTA TRANSIT AUTHORITY
STATE OF CALIFORNIA**

* * *

**DECLARES AN EFFECTIVE DATE FOR ADJUSTMENTS
TO ADMINISTRATIVE STAFF SALARIES FOR FY 2021**

WHEREAS, the County of Contra Costa and the Cities of Clayton, Concord, the Town of Danville, Lafayette, Martinez, the Town of Moraga, Orinda, Pleasant Hill, San Ramon and Walnut Creek (hereinafter "Member Jurisdictions") have formed the Central Contra Costa Transit Authority ("CCCTA"), a joint exercise of powers agency created under California Government Code Section 6500 *et seq.*, for the joint exercise of certain powers to provide coordinated and integrated public transportation services within the area of its Member Jurisdictions; and

WHEREAS, the extent of state and federal funding available for public transit is unknown at this time, and may significantly impact funding available for CCCTA; and

WHEREAS, adjustments to the salaries for administrative staff for Fiscal Year 2021 are still uncertain and undetermined.

NOW, THEREFORE, BE IT RESOLVED that in consideration of the future services to be rendered by administrative staff personnel, and in light of the uncertainty concerning State Transit Assistance revenues available to support CCCTA operations, the Board of Directors hereby determines that any adjustments to the salaries for administrative staff, as may be subsequently approved by the Board, shall be effective as of July 1, 2020.

Regularly passed and adopted this 18th day of June 2020, by the following vote.

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Candace Andersen, Chair, Board of Directors

ATTEST:

Lathina Hill, Clerk to the Board