



LOCAL AND REGIONAL GOVERNMENT
SERVICES AUTHORITIES

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LGS BOARD AGENDA

Agenda materials may be viewed on the Agency's web site or by contacting the Executive Director prior to the meeting.

REGULAR MEETING
August 22, 2013
2:10 p.m.

Dublin Civic Center
Regional Meeting Room
100 Civic Plaza
Dublin, CA 94568

1. CALL TO ORDER

A. Election of Officers

Action

2. CHANGES TO THE ORDER OF AGENDA

3. APPROVAL OF CONSENT AGENDA

Consent agenda items are considered to be routine and will be enacted by one motion. There will be no separate discussion on these items unless members of the Executive Committee, staff or public request specific items to be removed for separate action.

A. Approval of **May 16, 2013** Minutes

Action

B. Approval of **August 15, 2013** Minutes

4. TREASURER'S REPORT - None

5. OLD BUSINESS - None

6. NEW BUSINESS

A. Approval of the LGS salary schedule

Action

7. PUBLIC COMMENT

Each speaker is limited to two minutes. If you are addressing the Executive Committee (EC) on a non-agenda item, the EC may briefly respond to statements made or questions posed as allowed by the Brown Act (Government Code Section 54954.2). However, the EC's general policy is to refer items to staff for attention, or have a matter placed on a future EC agenda for a more comprehensive action or report.

8. ADJOURN

The next Regular Meeting will take place on December 5, 2013 at 1:00 p.m. in San Rafael.

Americans with Disabilities Act

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Richard Averett at (650) 587-7301. Notification in advance of the meeting will enable Agency to make reasonable arrangements to ensure accessibility.

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**LOCAL GOVERNMENT SERVICES AUTHORITY
BOARD OF DIRECTORS MINUTES
MAY 16, 2013**

The Local Government Services Authority held a regular meeting of the Board of Directors on May 16, 2013 at the Central Marin Police Authority Community Room, 250 Doherty Drive, Larkspur, California. The meeting was called to order at 2:39 p.m.

1. CALL TO ORDER

Members Present: Dan Schwarz, Chair
Steve Rogers, Vice-Chair
Ken Nordhoff, Member

Joni Pattillo, Member
Herb Pike, Member
Anil Comelo, Alt. Member

Other Attendees: Michael Garvey, Executive Committee Member
Richard Averett, Executive Director
Jennifer Bower, Director of HR

Glenn Lazof, Project Mgr
Sherry Kelly, Authority Clerk

2. CHANGES TO THE ORDER OF AGENDA – Item 5(1) was moved to the first item on the agenda.

3. APPROVAL OF CONSENT AGENDA

A. Approval of **February 28, 2013** Minutes

Action: Moved, seconded (Nordhoff/Rogers) and carried unanimously to approve the minutes.

4. TREASURER'S REPORT

A. Approval of FY2014 Budget and Authorization to Re-Balance Net Equity at FYE

Discussion: Members expressed their preference that future net equity balancing authorization policy be vested in the Board or Finance Committee.

Action: Moved, seconded (Nordhoff/Pattillo) and carried unanimously to approve the FY2014 budget and to authorize the CFO to use fiscal-year-end LGS net equity in excess of the target reserve balances to increase MSA reserves if there is a positive fund balance.

5. OLD BUSINESS

Recess to Closed Session

1. UPDATE ON CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Initiation of litigation pursuant to Government Code Section 54956.9(d)(4): One potential case.

Reconvene Regular Meeting

A. Report from Closed Session

Action: No reportable action taken.

6. NEW BUSINESS – None

7. PUBLIC COMMENT – None

8. ADJOURNMENT - The meeting adjourned at 3:29 p.m. The next meeting will be held on August 15, 2013 at 1:00 p.m. at ABAG (Association of Bay Area Governments) in Oakland.

**LOCAL GOVERNMENT SERVICES AUTHORITY
BOARD OF DIRECTORS MINUTES
AUGUST 15, 2013**

The Local Government Services Authority held a special meeting of the Board of Directors on August 15, 2013 via teleconference. The meeting was called to order at 8:37 a.m.

1. CALL TO ORDER

Members Present: Dan Schwarz, Chair Steve Rogers, Vice-Chair
Ken Nordhoff, Member
Julie Carter, Alternate Member

Other Attendees: Richard Averett, Executive Director
Jennifer Bower, Director of HR

2. CHANGES TO THE ORDER OF AGENDA - None

3. APPROVAL OF CONSENT AGENDA - None

4. TREASURER'S REPORT - None

5. OLD BUSINESS - None

6. NEW BUSINESS

A. Approve **Resolution No. 2013-02** to Terminate Agency Participation in the Public Employees' Medical and Hospital Care Act (PEMHCA) Plan, Effective on January 1, 2014

Action: M/S: Nordhoff/Rogers to approve Resolution No. 2013-02 to terminate agency participation in the PEMHCA plan, effective January 1, 2014.

Ayes: Schwarz, Rogers, Nordhoff, Carter. Nos: none. Abstentions: none.

7. PUBLIC COMMENT – None

8. ADJOURNMENT - The meeting adjourned at 8:48 a.m. The next meeting will be held on August 22, 2013 at 12:30 p.m. at the Dublin Civic Center.



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P.O. Box 1350 · Carmel Valley, CA 93924 · 650.587.7300

TO: BOARD OF DIRECTORS
FROM: JENNIFER BOWER, Director of Human Resources
SUBJECT: PUBLICLY AVAILABLE SALARY SCHEDULES

BOD Meeting: 8-22-2013
Item: 6A

RECOMMENDATION

Approval of the LGS salary schedule.

BACKGROUND

The Public Employees' Retirement Law (PERL) Government Code Sections 20636 and 20636.1 defines compensation earnable for public agency members. In order to meet the definition of compensation earnable, an amount of pay must either constitute a payrate or special compensation as defined in the statutes. Section 20636(d) further requires that payrate and special compensation schedules be approved by the governing body and those schedules or similar documents be public records available for public scrutiny.

LGS sets salaries in coordination with each agency partner (client). In conformance with PERL sections noted above, at each quarterly in-person Board meeting, new positions and their resultant compensation will be brought to the Board for approval and adoption as well as other changes to the salary schedule, such as COLA increases.

FISCAL IMPACT

There is no fiscal impact of approving and adopting this salary schedule as all costs are paid for by agency partners.

**Local Government Services
Salary Schedule
Fiscal Year 2013-14**

Level	Title	Current Range Bottom	Hourly Range Top	Annual Range Bottom	Annual Range Top	Special Pays	For what	Total Possible Annual
Director	Executive Director		83.3731	0	173,416			173,416.0480
Department Head	Chief Financial Officer	63.8900	78.0400	132,891	162,327			162,323.2000
	Finance and Grants Manager	45.9800	59.4200	95,638	123,594			123,593.6000
Manager	Principal Project Delivery Manager	62.1668	75.9300	129,307	157,943			157,934.4000
	Manager of Program and Legislation	61.7445	75.4200	128,429	156,874			156,873.6000
	JPC Advisor	55.0000	74.0000	114,400	153,920	1,920.00	transit	155,840.0000
	Planning Manager	60.2795	73.6300	125,381	153,147			153,150.4000
	Recycling Program Manager	49.0344	61.8980	101,992	128,748	4,800.00	car allow	133,547.8400
	Senior Transportation Planner	48.0600	58.7000	99,965	122,099			122,096.0000
	Project Manager	40.0000	55.0000	83,200	114,403	1,920.00	transit	116,320.0000
	Assistant Capital Projects Grants Manager/Engineer	40.0000	55.0000	83,200	114,403	1,920.00	transit	116,320.0000
	Regional Rideshare Program Manager	39.6600	48.9900	82,493	101,899	1,920.00	transit	103,819.2000
Analyst	Freeway Performance Initiative Program Coordinator	37.5000	50.0000	78,000	104,000	1,920.00	transit	105,920.0000
	Regional Prosperity Plan Grant Manager	37.5000	50.0000	78,000	104,000	1,920.00	transit	105,920.0000
	Associate Transportation Planner	37.3605	45.6300	77,710	94,920			94,910.4000
	Senior Transit Planner	36.0500	48.3200	74,984	100,506			100,505.6000
	Senior Transit Planner	36.0500	48.3200	74,984	100,506			100,505.6000
	Arterial Operations Coordinator	33.0000	48.0000	68,640	99,840	1,920.00	transit	101,760.0000
	Climate Initiative Public Information Assistant	33.0000	44.0000	68,640	91,520	1,920.00	transit	93,440.0000
	Funding Project Coordinator	33.0000	48.0000	68,640	99,840	1,920.00	transit	101,760.0000
	818 Planning GIS Coordinator	33.0000	48.0000	68,640	99,840	1,920.00	transit	101,760.0000
	Climate Initiative Program Coordinator	33.0000	48.0000	68,640	99,840	1,920.00	transit	101,760.0000
	Human Resources Analyst	33.0000	48.0000	68,640	99,840	1,920.00	transit	101,760.0000
	511 Project Coordinator	33.0000	48.0000	68,640	99,840	1,920.00	transit	101,760.0000
	Educational Outreach Coordinator	30.0000	45.0000	62,400	93,600	1,920.00	transit	95,520.0000
	TMC Program Coordinator	30.0000	45.0000	62,400	93,600	1,920.00	transit	95,520.0000
	Mobility Management Specialist	29.0900	37.1200	60,507	77,210			77,209.6000
Funding Coordinator	26.4400	37.1200	54,995	77,210			77,209.6000	
	Revenue Auditor	26.1000	35.4750	54,288	73,788	1,920.00	transit	75,708.0000
Technical	Administrative Services Associate	35.3950	43.2334	73,622	89,925			89,925.4720
	Finance and Administration Specialist	30.2000	36.8800	62,816	76,720			76,710.4000
	Contract Administrative Assistant	27.5000	35.0000	57,200	72,800	1,920.00	transit	74,720.0000
	Human Resources Assistant	25.5580	32.4394	53,161	67,484	1,920.00	transit	69,393.9520
	Planning Specialist	25.5580	32.4394	53,161	67,484			67,473.9520
	Toll Auditor Technician	24.5000	30.6325	50,960	63,716			63,715.6000

Staff Support	Accounting and Administrative Specialist	24.1800	31.2500	50,294	65,000			65,000.0000
	Receptionist	22.3870	27.3257	46,565	56,838			56,837.4560
	Receptionist	18.0000	27.0000	37,440	56,161	1,920.00	transit	56,160.0000