



**TRUCKEE TAHOE AIRPORT DISTRICT
BOARD OF DIRECTOR STAFF REPORT**

AGENDA TITLE: 2021 Employee Classification and Compensation Study –
Appendix D – Salary Recommendations

MEETING DATE: March 23, 2022

PREPARED BY: Kevin Smith, General Manager

Lauren Tapia, Human Resources Manager / District Clerk

RECOMMENDATION: Review and possibly accept the 2021 Employee Classification and Compensation Plan – Appendix D – Salary Recommendations (position wage ranges) provided by Bryce Consulting.

DISCUSSION: Bryce Consulting completed the 2021 Employee Classification and Compensation Plan. Previous studies were completed in 2010 and 2016. The California Special Districts Association (CSDA) recommends that Special Districts conduct this type of study at least once every 5 years. In addition, this is also one of the suggested requirements as part of our District Transparency Certificate of Excellence issued by the Special District Leadership Foundation (an arm of CSDA). At the December 1, 2021, Regular Board meeting, the Board approved all plan recommendations except for Appendix D – Salary Recommendations. At the February 23, 2022, Regular Board Meeting, the Board requested the 2021 Employee Classification and Compensation Plan – Appendix D – Salary Recommendations be placed on the March 23, 2022, Regular Meeting agenda for Board review and possible acceptance.

NEXT STEPS: Staff recommends implementing the Classification and Compensation Plan – Appendix D – Salary Recommendations (position wage ranges) as presented. These salary recommendations simply update our wage ranges to market conditions, which will help the District maintain personnel retention as well as be competitive in terms of recruitment. Approving the salary wage range recommendations will not adjust individual personnel's current rate of pay.

SAMPLE MOTION: I move to (approve, continue, deny) the 2021 Classification and Compensation Plan- Appendix D – Salary Recommendations as presented.

ATTACHMENTS:

Attachment A – 2021 TTAD Classification and Compensation Plan

Attachment B – Current TTAD District Salary and Wage Range Table