

**HUMBOLDT BAY HARBOR, RECREATION,
AND CONSERVATION DISTRICT**

RESOLUTION NO. 2021-03

**A RESOLUTION AUTHORIZING A SALARY STEP SYSTEM FOR MANAGEMENT EMPLOYEES AND
PROVIDING A ONE TIME INCENTIVE BASED SALARY INCREASE**

WHEREAS, the District's Personnel Policies establish the policies, procedures and benefits and outline the obligations, rights, privileges, benefits, and prohibitions which are placed on all employees of the District; and

WHEREAS, Management Employees are categorized as "unclassified" and not covered by the Collective Bargaining Agreement with the Operating Engineers No. 3; and

WHEREAS, California Code of Regulations (CCR)570.5 requires a publicly available pay schedule showing the pay rate for each identified position; and

WHEREAS, The Salary Schedule for District Management Staff was last revised on June 25, 2020.

NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF THE HUMBOLDT BAY HARBOR, RECREATION, AND CONSERVATION DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The Salary Schedule for District Management Employees included as Exhibit A is effective immediately.

SECTION 2. The Salary Schedule for District Management Employees shall be adjusted as outlined below only if the conditions are met.

- One dollar (\$1) per hour increase in salary step when RTI Infrastructure Inc. pays the District \$425,000 after receiving their Coastal Development Permit as outlined in their Lease Agreement for their broadband cable landing lease plus Management Employees shall receive a one-time lump sum \$2,080 payment.
- One dollar (\$1) per hour increase in salary step when Nordic Aquafarms Inc. makes their 1st lease payments after receiving their Coastal Development Permit plus Management Employees shall receive a one-time \$2080 lump sum payment.
- Fifty cents (\$0.50) per hour when the District's Coast Seafood loan is paid in full.

SECTION 3. At the discretion of the Executive Director, Management Employees shall be eligible for a merit-based Step Increase on their Anniversary Date.

SECTION 4. Reclassification of a management position to a different Wage Classification requires approval of the Board of Directors.

PASSED AND ADOPTED by the Humboldt Bay Harbor, Recreation and Conservation District Board of Commissioners at a duly called meeting held on the 11th day of February 2021 by the following polled vote:

AYES: Dale, Doss, Higgins, Kullmann, Marks

NOES: 0

ABSENT: 0

ABSTAIN: 0

ATTEST:



Patrick Higgins, Secretary
Board of Commissioners



Stephen Kullmann, President
Board of Commissioners

CERTIFICATE OF SECRETARY

The undersigned, duly qualified and acting Secretary of the HUMBOLDT BAY HARBOR, RECREATION AND CONSERVATION DISTRICT, does hereby certify that the attached Resolution is a true and correct copy of RESOLUTION NO. **2021-03** entitled,

A RESOLUTION AUTHORIZING A SALARY STEP SYSTEM FOR MANAGEMENT EMPLOYEES AND PROVIDING A ONE TIME INCENTIVE BASED SALARY INCREASE

as regularly adopted at a legally convened meeting of the Board of Commissioners of the HUMBOLDT BAY HARBOR, RECREATION AND CONSERVATION DISTRICT, duly held on the **11th day of February 2021**; and further, that such Resolution has been fully recorded in the Journal of Proceedings in my office, and is in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand this **11th day of February 2021**.



**Patrick Higgins, Secretary
Board of Commissioners**

**HUMBOLDT BAY HARBOR, RECREATION
AND CONSERVATION DISTRICT**

**EXHIBIT A OF RESOLUTION NO. 2021-03
Salary Schedule for District Management Employees**

Class	Annual Salary Steps					
	1	2	3	4	5	6
A	\$ 52,230	\$ 54,979	\$ 57,873	\$ 60,919	\$ 64,125	\$ 67,500
B	\$ 54,165	\$ 57,015	\$ 60,016	\$ 63,175	\$ 66,500	\$ 70,000
C	\$ 56,099	\$ 59,052	\$ 62,160	\$ 65,431	\$ 68,875	\$ 72,500
D	\$ 58,034	\$ 61,088	\$ 64,303	\$ 67,688	\$ 71,250	\$ 75,000
E	\$ 59,968	\$ 63,124	\$ 66,447	\$ 69,944	\$ 73,625	\$ 77,500
F	\$ 61,902	\$ 65,161	\$ 68,590	\$ 72,200	\$ 76,000	\$ 80,000
G	\$ 63,837	\$ 67,197	\$ 70,733	\$ 74,456	\$ 78,375	\$ 82,500
H	\$ 65,771	\$ 69,233	\$ 72,877	\$ 76,713	\$ 80,750	\$ 85,000
I	\$ 67,706	\$ 71,269	\$ 75,020	\$ 78,969	\$ 83,125	\$ 87,500
J	\$ 69,640	\$ 73,306	\$ 77,164	\$ 81,225	\$ 85,500	\$ 90,000
K	\$ 71,575	\$ 75,342	\$ 79,307	\$ 83,481	\$ 87,875	\$ 92,500
L	\$ 73,509	\$ 77,378	\$ 81,451	\$ 85,738	\$ 90,250	\$ 95,000
M	\$ 75,444	\$ 79,414	\$ 83,594	\$ 87,994	\$ 92,625	\$ 97,500
N	\$ 77,378	\$ 81,451	\$ 85,738	\$ 90,250	\$ 95,000	\$ 100,000
O	\$ 79,313	\$ 83,487	\$ 87,881	\$ 92,506	\$ 97,375	\$ 102,500
P	\$ 81,247	\$ 85,523	\$ 90,024	\$ 94,763	\$ 99,750	\$ 105,000
Q	\$ 83,181	\$ 87,559	\$ 92,168	\$ 97,019	\$ 102,125	\$ 107,500
R	\$ 85,116	\$ 89,596	\$ 94,311	\$ 99,275	\$ 104,500	\$ 110,000

Position	Wage Class
Deputy Director	R
Director of Facilities Management	H
Director of Administrative Services	H
Marina Manager	B