



Item #9

May 7, 2014

TO: Gold Coast Transit Board of Directors

FROM: Steve L. Rosenberg *SLR*
Director of Finance and Administration

RE: **Consider Adoption of Resolution Number 2014-03, to Implement Revisions to the Gold Coast Transit Personnel Rules effective May 7, 2014**

I. Executive Summary

The GCT personnel rules were last revised in January 2013 and are subject to periodic update.

Recently the Board approved implementation of a provision that requires all non-represented employees to pay a portion of the employee contribution to GCT's CalPERS retirement plan. To apply that requirement, Section 8 of the GCT Personnel Rules has been revised to incorporate the change.

This Personnel Rules revision also includes changes to Section 3, to add to and update the list of exempt positions. These changes have all previously been approved by the Board.

II. Summary and Recommendations

It is recommended that the Board adopt Resolution 2014-03 to implement the revised Gold Coast Transit Personnel Rules, effective May 7, 2014.

Concurrence:

Steven P. Brown
General Manager

Attachments

ATTACHMENT "A"

SECTION 8: RETIREMENT

A. This section will apply to non-represented employees who have an appointment that would normally work over 1,000 hours in a 12-month period.

B. For employees hired into the CalPERS system or a reciprocal pension system (as defined by CalPERS) on or before December 31, 2012 who qualify as "classic employees" in accordance with CalPERS policies, the retirement program for GCT is the CalPERS 2.7% @ 55 full and supplemental formula for local miscellaneous members. The retirement program for GCT includes the 1959 Survivor Benefit Level IV, for which the employee is responsible for paying the premium.

1. Effective November 2, 2011 ("conversion date"), employees whose current employment with GCT began on or after the conversion date will be considered "recent employees" for purposes of this section. Employees whose current employment with GCT began before the conversion date will be considered "prior employees" for purposes of this section.

For "prior employees," GCT shall contribute to the California Public Employees' Retirement System (CalPERS) the employee contribution portion for the 2.7% @ 55 full and supplemental formula for local miscellaneous members. Effective July 6, 2014, "prior employees" shall contribute toward the employee contribution portion 2% of covered wages and GCT will pay 6% of covered wages; Effective July 5, 2015, "prior employees" shall contribute toward the employee contribution portion 4% of covered wages and GCT will pay 4% of covered wages; Effective July 3, 2016, "prior employees" shall contribute toward the employee contribution portion 6% of covered wages and GCT will pay 2% of covered wages

For "recent employees," GCT and the employee shall each contribute to the California Public Employees' Retirement System (CalPERS) a share of the employee contribution portion for the 2.7% @ 55 full and supplemental formula for local miscellaneous members, in accordance with Section B.2 of this section.

2. For "recent employees" the employee shall contribute toward the employee contribution portion 4% of covered wages and; Employer pays GCT will pay 4% of covered wages; Effective July 3, 2016, "prior employees" shall contribute toward the employee contribution portion 6% of covered wages and GCT will pay 2% of covered wages

3. For any fiscal year in which GCT's employer contribution to the California Public Employees' Retirement System retirement program referenced in Section A of this article is 10% or less of covered wages, the "recent employees" employee contribution share percentage will be reduced from 4% of covered wages by the difference. *(Example: If GCT's employer contribution were 9.25%, the "recent employees" employee contribution share percentage would drop by .75% [10%-9.25%]; this would make the "recent employees" employee contribution 3.25% [4%-.75%.])*

C. For employees hired on or after January 1, 2013 who do not qualify as "classic members" in accordance with CalPERS policies, the retirement program for GCT is the CalPERS 2% @ 62 full and supplemental formula for local miscellaneous members. The retirement program for GCT includes the 1959 Survivor Benefit Level IV, for which the employee is responsible for paying the premium.

Employees in this plan are responsible for paying a portion of the 8% full employee contribution portion member contribution equal to 50% of the total normal cost rate for the CalPERS 2% @ 62 full and supplemental formula for local miscellaneous members, to a maximum of 8%. GCT will pay the remainder of the 8% member contribution.

As of January 2, 2013, 50% of the total normal cost rate for the CalPERS 2% @ 62 full and supplemental formula for local miscellaneous members was equal to 6.25%.

ATTACHMENT "A"

GCT acknowledges that all GCT employees covered by this section are considered transit employees as defined in California Government Code section 7522.02, and GCT will abide by the provisions set forth in Government Code section 7522.02 pending resolution of the judicial actions contemplated in Government Code section 7522.02.

SECTION 3: OVERTIME (Non-Represented Personnel)

- A. Overtime Work - Defined: If a non-exempt, non-represented employee works more than forty (40) hours in any work week, the excess time will be considered overtime. Overtime shall not be pyramided or compounded.
- B. Overtime Exclusions: The overtime provisions of this section shall not apply to those officers or employees occupying exempt positions. With the approval of the General Manager, persons occupying exempt positions may be given time off with pay when they have worked inordinately long hours. However, as a general policy the regular specified salary is intended to compensate exempt personnel for the performance of their assigned responsibilities. These positions include, but are not limited to, the following:

General Manager
Director of Finance and Administration ~~Administrative Services~~
Director of Fleet and Facilities
Director of Planning and Marketing
Director of Transit Operations
Director of Human Resources
Facility Project Manager
Human Resources and Risk Manager
Paratransit and Special Projects Manager
Purchasing Manager /DBE Officer
Communications and Marketing Manager
Transit Supervisor
Operations Training & Safety Officer
Maintenance Supervisor
Maintenance Administration Supervisor
Planning Manager
Transit Planner II
Transit Planner I
Accounting Manager
~~Assistant~~-Buyer
Office Manager

RESOLUTION NO. 2014-03

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF GOLD COAST TRANSIT
PROVIDING FOR THE REVISION TO THE PERSONNEL RULES**

WHEREAS, there is now in effect a Resolution Providing for Employment Terms and Conditions, Resolution No. 90-04, an amended section on military leave, Resolution No. 91-07 and certain amended sections, Resolution No. 2001-07, Resolution No. 2003-07, Resolution No. 2005-13, Resolution No. 2007-01, Resolution No. 2009-08, Resolution No. 2012-03 and Resolution No. 2013-01; and

WHEREAS, it has been determined that some of the Personnel Rules required modification to include a modification to Section 8 to require that all non-represented employees pay a portion of the employee contribution to GCT's CalPERS retirement plan, and update Section 3 to incorporate new positions and position title changes that have previously been approved by the Board of Directors;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Gold Coast Transit that the attached revised Personnel Rules replace and supersede the rules as approved in Resolution No. 90-04, Resolution No. 91-07, Resolution No. 2001-07, Resolution No. 2003-07, Resolution No. 2005-13 Resolution No. 2007-01 and Resolution No. 2009-08, Resolution No. 2012-03 and Resolution No. 2013-01;

PASSED AND ADOPTED THIS 7th DAY OF MAY, 2014

Carl Morehouse
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2014-03 was duly adopted by the Board of Directors of Gold Coast Transit at a regular meeting thereof held on the 7th day of May, 2014.

Steven P. Brown
Secretary of the Board