

**SACRAMENTO METROPOLITAN AIR QUALITY  
MANAGEMENT DISTRICT**

For Agenda of: October 28, 2004

To: Board of Directors

From: Illa Collin, Chair  
Sacramento Metropolitan Air Quality Management District

Subject: **Salary Adjustment for District Counsel**

**Recommendation:**

That the Board of Directors approve the attached resolution granting a salary adjustment for District Counsel of a 5% increase, retroactive to August, 2004, and authorize the Chairperson to execute the resolution on the Board's behalf. The 5% salary adjustment would increase Ms. Pittard's salary from \$10,485.24 per month to \$11,009.50 per month (or annually from \$125,822.88 to \$132,114).

**Background:**

The District retains Katherine Pittard as its Counsel pursuant to a three-year Employment Agreement entered into on August 1, 1999, and extended on August 22, 2002 through July 31, 2005. Under this Agreement, the District Board may grant an annual salary increase as it deems appropriate. The contract also states that the Board "may use performance, the District's financial condition, or any other relative criteria to establish future salary increases."

The Board met in Executive Session on September 23, 2004 to discuss District Counsel's performance appraisal. The District Board appears unanimous that Ms. Pittard has performed very well over the past year.

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This increase is based upon Ms. Pittard's exceptional performance over the past year. The highlights of which are:

- ✓ Represented the Board in regulatory and contract enforcement actions;
- ✓ Filed an amicus brief in El Dorado County litigation against Caltrans;
- ✓ Streamlined and expanded the SECAT program;
- ✓ Worked with staff in developing transportation and area wide source control measures, including measures applicable to highway construction projects;
- ✓ Worked with staff and rice-grower representatives to resolve rice credit issues;
- ✓ Developed contracts and Memorandums of Understanding to support the regional SIP update effort;
- ✓ Assisted in the development and implementation of strategies to address attainment and conformity issues;
- ✓ Represented the District in three abatement order proceedings and multiple variance proceedings.

**Conclusion:**

As a result of the positive performance appraisal given to Ms. Pittard by the District Board of Directors, it is recommended that Ms. Pittard's overall job performance be rated excellent, and that she be granted a salary adjustment of 5% retroactive to August 1, 2004.

In addition, Kathy has requested that her vacation accrual rate be adjusted from 24 days to 25 days, to bring it into line with District policies and the new Air Pollution Control Officer (APCO) contract.

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Illa Collin, Chair  
SMAQMD Board of Directors

**AQMD RESOLUTION NO. \_\_\_\_\_**

**BE IT RESOLVED AND ORDERED** that the chairperson of the Board of Directors is hereby authorized and directed to execute a 5% salary increase in the form hereto attached, on behalf of the Sacramento Metropolitan Air Quality Management District, with its District Counsel, Katherine Pittard, and to do and perform everything necessary to carry out the purpose of this resolution.

**ON A MOTION** by Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, the foregoing Resolution was passed and adopted by the Board of Directors of the Sacramento Metropolitan Air Quality Management District, this 28<sup>th</sup> day of October, 2004, by the following vote, to wit:

<b>AYES</b>	<b>Directors</b>
<b>NOES</b>	<b>Directors</b>
<b>ABSENT</b>	<b>Directors</b>

\_\_\_\_\_  
Chairperson, Board of Directors  
Sacramento Metropolitan Air  
Quality Management District

(SEAL)

ATTEST: \_\_\_\_\_  
Clerk of the Board