

STAFF REPORT

SUBJECT: LAVTA Annual Salary Band Review

FROM: Tamara Edwards, Director of Finance

DATE: June 24, 2025

Action Requested

Staff requests the Finance and Administration Committee recommend Board adoption of Resolution 25-2025, codifying the results from the 2025 review of the LAVTA salary bands as required by the LAVTA Human Resources Policy.

Background

LAVTA's Human Resources Policy states that "As part of the annual budget approval process, salary ranges will be established in accordance with procedures in the Human Resources Manual, which includes adherence to the Executive Director Compensation Policy and an annual salary survey for all established positions within the Authority." LAVTA also reviews the organization for any changes that have occurred over the last fiscal year or that are recommended to the Board for the next fiscal year. The FY 2026 org chart is included as Attachment 1.

The study completed in FY24 added additional agencies to the list of comparator agencies that LAVTA had been using for many years. Prior comparator agencies were similar in make up to LAVTA, such as stand-alone agencies not part of a City or County, most were similar in size, as well as in organizational structure. Beginning with the FY24 study additional agencies were added that were not necessarily similar in organizational make-up, but are close enough geographically that they could compete with LAVTA for recruiting. Therefore, AC Transit, Santa Clara VTA, and Sacramento Regional Transit were added. The other comparator agencies are Santa Cruz Metro, San Joaquin Regional Transit District, Tri-Delta Transit, Monterey-Salinas Transit, Napa Valley Transportation Authority, Marin Transit, County Connection, WestCat, Yolo County Transportation District and San Luis Obispo Regional Transit Authority.

Discussion

This year's study was conducted by RS Squared aka The Hive; the Hive was the firm that completed the Executive Director's total compensation study in 2024. The project was split into two efforts: the first to include all positions excluding the Executive Director, and the second to be completed later this year for the Executive Director. In addition to the tools used for previous total compensation studies, The Hive included a cost-of-living comparison between LAVTA and the comparator agencies and used this information in making the salary band recommendations.

The FY 2025 salary band review results validated that LAVTA was generally on par with other agencies. However, there are some recommended adjustments beyond the usual CPI increase. Other than one position, none of these proposed changes have the potential of an automatic adjustment to any of the salaries. Additionally, these changes are to both the top end and the low end of the salary bands. The results of the survey are included in Attachment 2.

In addition to the changes to the amounts for the salary bands, the consultants also recommended adding a salary band to encompass the varying levels of LAVTA's Customer Service Representatives. This was done to alleviate the issue with the previous singular salary band that had an overly large spread between the high and the low ends of the band.

In FY 2025 LAVTA launched an update to its Strategic Plan which includes an analysis of the organization as a whole. With the new Strategic Plan there may be recommendations of position titles and job description changes, changes in department responsibilities and where each position fits into the organization as a whole. The salary band study just completed is based on the current organizational structure and does not indicate that any changes need to be made before the organizational assessment and Strategic Plan are completed. However, the consultants did make recommendations for changes within the job descriptions to add varying levels of responsibility for each position, which will be taken into consideration and potentially included with the changes from the Strategic Plan recommendations.

The Bureau of Labor Statistics Consumer Price index for the San Francisco Area February 2025 is included as Attachment 3. Staff recommendations for increases in the salary bands to ensure that the bands stay competitive in the labor market are summarized below.

Please note: Changes to the Salary Bands do not affect individual salaries which are increased based solely on performance and in accordance with the adopted budget.

Table of Proposed Monthly Salary Range Changes

Band	Current FY2025 Monthly Salary Range		Proposed FY2026 Monthly Salary Range	
0	new	new	\$4,503	\$6,526
1	\$4,673	\$6,174	\$5,222	\$7,568
2	\$5,453	\$7,718	\$6,056	\$8,776
3	\$6,616	\$9,263	\$7,023	\$10,178
4	\$7,939	\$11,114	\$7,946	\$11,515
5	\$9,525	\$13,336	\$9,923	\$14,381
6	\$11,944	\$16,802	\$12,393	\$17,960

Proposed Salary Band Ranges

Monthly Salary Ranges

Band 0

\$4,503 - \$6,526

Customer Service Representative I

<u>Band 1</u>	<u>\$5,222-7,568</u>
Customer Service Representative II	
<u>Band 2</u>	<u>\$6,056-8,776</u>
Executive Assistant	
<u>Band 3</u>	<u>\$7,023-10,178</u>
Accounting Analyst	
Customer Service Supervisor	
Operations Analyst: Fleet & ITS	
<u>Band 4</u>	<u>\$7,946-11,515</u>
Senior Transit Planner	
Senior Grants, and Management Specialist	
Senior Operations Analyst: Quality Assurance	
Senior Marketing and Outreach Coordinator	
Senior Paratransit Specialist**	
<u>Band 5</u>	<u>\$9,923-14,381</u>
Manager of Capital Projects	
Manager of Administrative Services	
<u>Band 6</u>	<u>\$12,393-17,960</u>
Director of Finance	
Director of Customer Experience	
Director of Operations	

**Position is filled in Band 3 as a Paratransit Specialist; position being upgraded to Senior level/Band 4 in FY2026

Budget Impact

These Salary Band Ranges and the Organizational Chart are consistent with the proposed FY2026 operating budget.

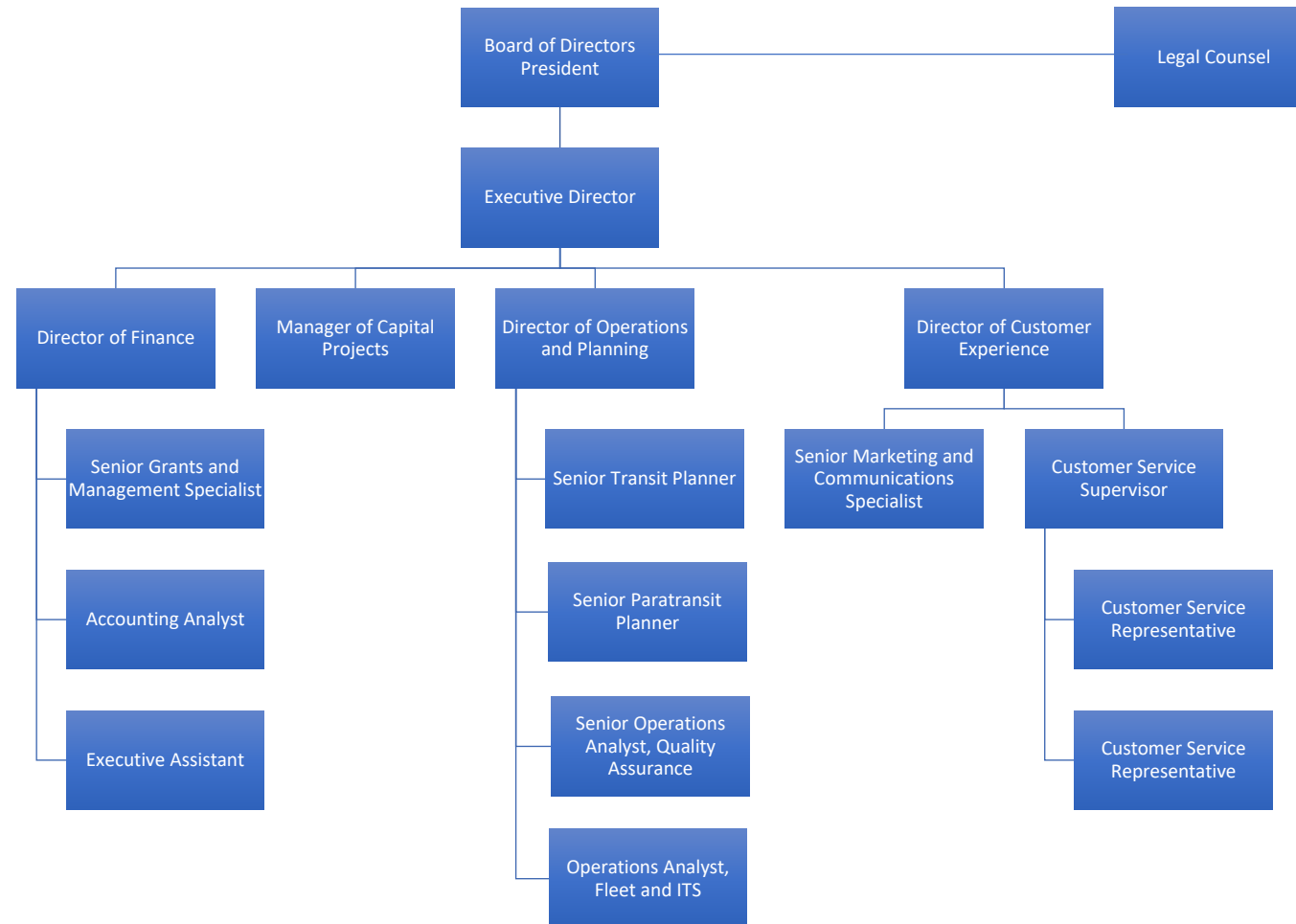
Recommendation

Staff requests that the Finance and Administration Committee recommend the Board of Directors approve Resolution 25-2025, codifying the results from the 2025 review of LAVTA's salary bands as required by the LAVTA Human Resources Policy.

Attachments:

1. LAVTA Organization Chart
2. FY 2025 Annual Organizational Review Results Summary
3. Bureau of Labor Statistics
4. Resolution 25-2025

LAVTA Organizational Chart



Recommendations

Update Salary Bands to better align with updated internal structure and market

Table 6: LAVTA's recommended **salary bands** by career level

Career Level	Recommended LAVTA Salary Bands		Gap vs. Median	
	Low*	High*	Low	High
Director	\$148,715	\$215,522	-2%	0%
Manager	\$119,080	\$172,574	-11%	0%
Senior	\$95,351	\$138,185	0%	7%
Professional	\$84,276	\$122,136	-6%	4%
Journey	\$72,671	\$105,317	n/a	n/a
Customer Service Representative II	\$62,664	\$90,815	n/a	n/a
Customer Service Representative I	\$54,035	\$78,309	-4%	8%

Table 7: LAVTA's recommended **Total Compensation** vs. Comparators by career level

Career Level	Recommended LAVTA Total Comp		Median Total Comp		% Recommended LAVTA vs. Median	
	Low	High	Low	High	Low	High
Director	\$194,129	\$260,936	\$192,324	\$255,901	1%	2%
Manager	\$164,494	\$217,988	\$174,088	\$213,259	-6%	2%
Senior	\$140,765	\$183,599	\$135,801	\$169,377	4%	8%
Professional	\$129,690	\$167,550	\$130,373	\$158,285	-1%	6%
Journey	\$118,085	\$150,731	n/a	n/a	n/a	n/a
Customer Service Representative II	\$108,078	\$136,229	n/a	n/a	n/a	n/a
Customer Service Representative I	\$99,449	\$123,723	\$96,764	\$113,094	3%	9%

Western Information Office

Search Western Region

Go

[Western Home](#)

[Western Geography](#) ▾

[Western Subjects](#) ▾

[Western Archives](#) ▾

[Contact Western](#)

News Release Information

25-358-SAN
Wednesday, March 12, 2025

Contacts

Technical information:

(415) 625-2270
BLInfoSF@bls.gov
www.bls.gov/regions/west

Media contact:

(415) 625-2270

Related Links

[CPI historical databases](#)

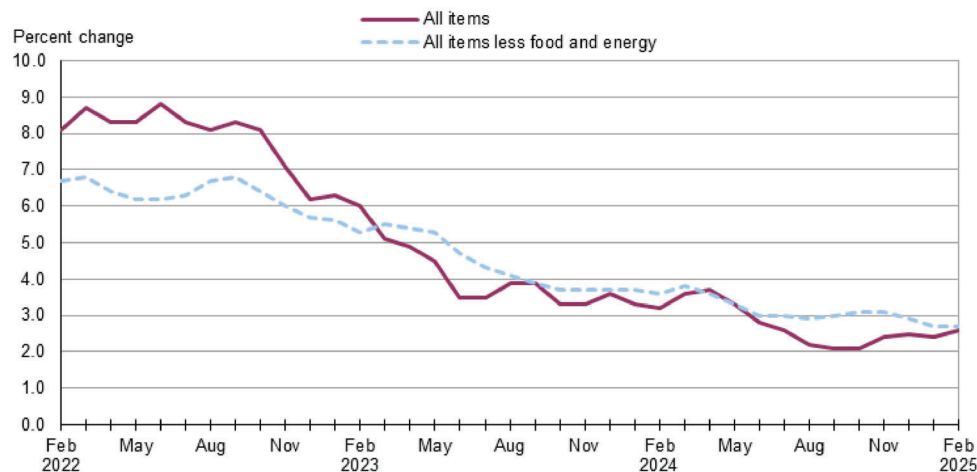
Consumer Price Index, West Region — February 2025

Area prices up 0.6 percent over the past month, up 2.6 percent from a year ago

The Consumer Price Index for All Urban Consumers (CPI-U) in the West Region advanced 0.6 percent in February, the U.S. Bureau of Labor Statistics reported today. The all items less food and energy index increased 0.4 percent. The food index rose 0.3 percent, and the energy index increased 3.1 percent. (Data in this report are not seasonally adjusted. Accordingly, month-to-month changes may reflect seasonal influences.)

The West Region all items CPI-U advanced 2.6 percent for the 12 months ending in February. The food index rose 3.3 percent, while the energy index declined 0.5 percent. The index for all items less food and energy increased 2.7 percent over the year.

Chart 1. Over-the-year percent change in CPI-U, West region, February 2022–February 2025



Source: U.S. Bureau of Labor Statistics.

[View Chart Data](#)

Food

Food prices advanced 0.3 percent in February. The index for food at home (grocery store purchases) advanced 0.2 percent, with higher prices in 2 of the 6 grocery categories. The index for food away from home (restaurant, cafeteria, and vending purchases) rose 0.4 percent for the same period.

Food prices rose 3.3 percent over the year. The index for food at home increased 2.6 percent, with higher prices in all six grocery categories. The index for food away from home increased 4.3 percent.

Attachment 3

Energy

The energy index increased 3.1 percent over the month. Gasoline prices increased 5.1 percent. Prices for natural gas service advanced 2.4 percent, and prices for electricity rose 0.3 percent for the same period.

The energy index declined 0.5 percent over the year. Prices for natural gas service fell 5.9 percent, and prices for electricity declined 0.8 percent. Gasoline prices increased 0.8 percent during the past year.

All items less food and energy

The index for all items less food and energy rose 0.4 percent in February. Among the index's components, prices were higher for apparel (+3.7 percent) and shelter (+0.3 percent). In contrast, prices were lower for new and used motor vehicles (-0.1 percent) and recreation (-0.1 percent).

The index for all items less food and energy increased 2.7 percent over the year, reflecting higher prices for shelter (+3.1 percent) and medical care (+2.9 percent). In contrast, prices were lower for education and communication (-0.4 percent).

Table A. West region CPI-U 1-month and 12-month percent changes, all items index, not seasonally adjusted

Month	2021		2022		2023		2024		2025	
	1-month	12-month	1-month	12-month	1-month	12-month	1-month	12-month	1-month	12-month
January	0.2	1.4	0.9	7.7	0.9	6.3	0.7	3.3	0.6	2.4
February	0.5	1.6	0.8	8.1	0.5	6.0	0.4	3.2	0.6	2.6
March	0.7	2.4	1.3	8.7	0.5	5.1	0.9	3.6		
April	1.0	3.9	0.7	8.3	0.5	4.9	0.6	3.7		
May	0.8	4.7	0.8	8.3	0.4	4.5	0.1	3.3		
June	0.9	5.1	1.2	8.8	0.3	3.5	-0.2	2.8		
July	0.6	5.2	0.1	8.3	0.1	3.5	-0.1	2.6		
August	0.2	5.0	0.0	8.1	0.4	3.9	0.1	2.2		
September	0.2	5.3	0.3	8.3	0.4	3.9	0.2	2.1		
October	0.8	6.0	0.7	8.1	0.1	3.3	0.1	2.1		
November	0.5	6.5	-0.4	7.1	-0.4	3.3	-0.1	2.4		
December	0.4	7.1	-0.4	6.2	-0.1	3.6	0.0	2.5		

The March 2025 Consumer Price Index for the West Region is scheduled to be released on April 10, 2025.

Publication updates and changes

In accordance with annual practice, relative importance weights have been updated and are available online in the [CPI Supplemental Table of Contents](#).

Effective with the January 2025 data release, several indexes and average price series were discontinued. More information is available on the [CPI discontinued series page](#). Direct any inquiries to the CPI office using one of the [CPI contact information options listed online](#).

Technical Note

The [Consumer Price Index](#) (CPI) is a measure of the average change in prices over time in a fixed market basket of goods and services. The Consumer Price Index for the West Region is published monthly. The set of components and sub-aggregates published for regional and metropolitan indexes is more limited than at the U.S. city average level; these indexes are byproducts of the national CPI program. Each local index has a much smaller sample size than the national or regional indexes and is, therefore, subject to substantially more sampling and other measurement error. As a result, local-area indexes are more volatile than the national or regional indexes. In addition, local indexes are not adjusted for seasonal influences. **NOTE: Area indexes do not measure differences in the level of prices between cities; they only measure the average change in prices for each area since the base period.**

Percent changes for all-items data previously found in Table A of this release can be accessed in Chart 1 for this release and its attendant data table. A full all-items data series history for the original index value and for 1-month, 2-month, 3-month, 6-month, and 12-month percent changes can be accessed via BLS data query tools. A direct link to the all-items series is provided in Table 1 of this release under historical data.

The West Region covered in this release is comprised of the following thirteen states: Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, and Wyoming.

Refer to the national [CPI news release technical note](#) or the [Handbook of Methods](#) for more information.

Information in this release will be made available to individuals with sensory impairments upon request. Voice phone: (202) 691-5200; Telecommunications Relay Service: 7-1-1.


















Table 1. West region CPI-U by expenditure category for February 2025, not seasonally adjusted (1982-84=100 unless otherwise noted)

Expenditure category	Indexes				Percent change from -		
	Historical data	Dec. 2024	Jan. 2025	Feb. 2025	Feb. 2024	Dec. 2024	Jan. 2025

Expenditure category	Indexes				Percent change from -		
	Historical data	Dec. 2024	Jan. 2025	Feb. 2025	Feb. 2024	Dec. 2024	Jan. 2025
All items		334.084	335.989	337.868	2.6	1.1	0.6
All items (December 1977 = 100)		540.028	543.107	546.145			
Food and beverages		345.973	348.703	349.760	3.2	1.1	0.3
Food		348.565	351.395	352.484	3.3	1.1	0.3
Food at home		323.397	327.300	328.066	2.6	1.4	0.2
Cereals and bakery products		334.695	333.776	337.330	0.8	0.8	1.1
Meats, poultry, fish, and eggs		360.050	369.346	373.618	8.4	3.8	1.2
Dairy and related products		286.495	286.916	286.912	1.7	0.1	0.0
Fruits and vegetables		404.157	408.039	406.262	1.5	0.5	-0.4
Nonalcoholic beverages and beverage materials		224.166	231.524	230.266	1.8	2.7	-0.5
Other food at home		277.990	279.821	279.818	0.6	0.7	0.0
Food away from home		384.652	385.849	387.421	4.3	0.7	0.4
Alcoholic beverages		306.273	307.556	308.150	2.0	0.6	0.2
Housing		376.533	378.434	379.695	2.6	0.8	0.3
Shelter		434.699	436.720	438.028	3.1	0.8	0.3
Rent of primary residence		465.647	466.701	468.076	3.5	0.5	0.3
Owners' equivalent rent of residences ⁽¹⁾		460.258	461.674	462.641	3.2	0.5	0.2
Owners' equivalent rent of primary residence ⁽¹⁾		460.018	461.450	462.424	3.2	0.5	0.2
Fuels and utilities		420.754	423.983	427.403	0.2	1.6	0.8
Household energy		363.968	366.147	369.034	-1.8	1.4	0.8
Energy services		367.361	369.457	372.314	-1.8	1.3	0.8
Electricity		412.896	413.300	414.512	-0.8	0.4	0.3
Utility (piped) gas service		278.772	284.868	291.650	-5.9	4.6	2.4
Household furnishings and operations		157.652	158.615	158.941	0.5	0.8	0.2
Apparel		123.265	123.550	128.074	2.8	3.9	3.7
Transportation		277.258	279.658	282.798	3.2	2.0	1.1
Private transportation		276.406	278.807	282.401	4.2	2.2	1.3
New and used motor vehicles ⁽²⁾		122.944	123.460	123.302	0.2	0.3	-0.1
New vehicles		175.363	175.982	175.868	-0.2	0.3	-0.1
New cars ⁽³⁾		172.990	173.850	174.257	-0.5	0.7	0.2
Used cars and trucks		173.257	174.279	174.462	0.9	0.7	0.1
Motor fuel		312.850	315.332	331.283	0.5	5.9	5.1
Gasoline (all types)		311.423	313.871	329.993	0.8	6.0	5.1
Gasoline, unleaded regular ⁽³⁾		306.372	308.852	325.211	0.7	6.1	5.3
Gasoline, unleaded midgrade ⁽³⁾⁽⁴⁾		300.346	302.303	317.071	0.9	5.6	4.9
Gasoline, unleaded premium ⁽³⁾		311.437	313.643	327.964	1.2	5.3	4.6
Medical care		613.242	616.645	619.282	2.9	1.0	0.4
Medical care commodities		471.659	477.836	479.549	3.7	1.7	0.4
Medical care services		657.054	659.705	662.618	2.7	0.8	0.4
Professional services		428.250	428.524	429.244	2.0	0.2	0.2
Recreation ⁽²⁾		131.192	132.682	132.560	0.7	1.0	-0.1
Education and communication ⁽²⁾		143.126	143.298	144.027	-0.4	0.6	0.5
Tuition, other school fees, and child care ⁽⁵⁾		1,704.760	1,704.467	1,709.010	2.8	0.2	0.3
Other goods and services		558.254	552.197	558.303	3.4	0.0	1.1
Footnotes							
(1) Indexes on a December 1982=100 base.							
(2) Indexes on a December 1997=100 base.							
(3) Special index based on a substantially smaller sample.							
(4) Indexes on a December 1993=100 base.							
(5) Indexes on a December 1977=100 base.							
- Data not available.							
Note: Index applies to a month as a whole, not to any specific date.							

Table 2. West region CPI-U by special aggregate index for February 2025, not seasonally adjusted (1982-84=100 unless otherwise noted)

Special aggregate index	Indexes				Percent change from -		
	Historical data	Dec. 2024	Jan. 2025	Feb. 2025	Feb. 2024	Dec. 2024	Jan. 2025

Special aggregate index	Historical data	Indexes			Percent change from -		
		Dec. 2024	Jan. 2025	Feb. 2025	Feb. 2024	Dec. 2024	Jan. 2025
All items		334.084	335.989	337.868	2.6	1.1	0.6
Food		348.565	351.395	352.484	3.3	1.1	0.3
Energy		341.413	343.815	354.457	-0.5	3.8	3.1
All items less food and energy		335.057	336.799	338.225	2.7	0.9	0.4
All items less energy		336.259	338.150	339.526	2.8	1.0	0.4
All items less medical care		321.238	323.074	324.917	2.6	1.1	0.6
All items less shelter		294.256	296.116	298.225	2.2	1.3	0.7
Commodities		225.143	226.563	228.623	1.3	1.5	0.9
Commodities less food		174.294	175.197	177.448	0.0	1.8	1.3
Commodities less food & beverages		169.430	170.315	172.577	0.0	1.9	1.3
Durables		121.414	121.955	121.944	-1.5	0.4	0.0
Nondurables		284.283	286.304	290.035	2.5	2.0	1.3
Nondurables less food & beverages		223.645	224.988	231.083	1.5	3.3	2.7
Nondurables less food		229.656	231.004	236.824	1.5	3.1	2.5
Services		435.831	438.170	439.777	3.3	0.9	0.4
Services less rent of shelter ⁽¹⁾		449.520	452.372	454.558	3.5	1.1	0.5
Services less medical care services		420.254	422.572	424.086	3.3	0.9	0.4
Footnotes							
(1) Indexes on a December 1982=100 base.							
- Data not available.							
NOTE: Index applies to a month as a whole, not to any specific date.							

Last Modified Date: Wednesday, March 12, 2025

U.S. BUREAU OF LABOR STATISTICS Western Information Office Attn: EA & I, 90 Seventh Street Suite 14-100 San Francisco, CA 94103-6715

Telephone: 415-625-2270, www.bls.gov/regions/west [Contact Western Region](#)

RESOLUTION NO. 25-2025

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
ESTABLISHING FY2026 SALARY BANDS**

WHEREAS, the Board of Directors of the Livermore Amador Valley Transit Authority adopted Resolution No. 16-2024 which established the current Human Resources Policy; and

WHEREAS, Section 4.2, Rates of Pay, of the Human Resources Policy requires an annual review of the Salary Ranges as part of the annual budget process; and

WHEREAS, it is desirable and necessary to revise the Salary Bands.

NOW, THEREFORE, BE IT RESOLVED that the Salary Bands for FY2026 are revised as follows:

Salary Bands

The following salary bands represent the categories of employment within the agency. Bands will be adjusted annually as part of the budget process. Periodically the Board of Directors may make additional one-time adjustments to the bands based on market conditions, or other relevant factors indicating that the bands have become non-competitive. The Executive Director will have the authority to set salaries for positions within each band based on adopted budget constraints.

Monthly salary ranges as of July 1, 2026.

Monthly Salary Ranges

<u>Band 0</u>	<u>\$4,503 - \$6,526</u>
Customer Service Representative I	
<u>Band 1</u>	<u>\$5,222-7,568</u>
Customer Service Representative II	
<u>Band 2</u>	<u>\$6,056-8,776</u>
Executive Assistant	
<u>Band 3</u>	<u>\$7,023-10,178</u>
Accounting Analyst	
Customer Service Supervisor	
Operations Analyst: Fleet & ITS	
<u>Band 4</u>	<u>\$7,946-11,515</u>
Senior Transit Planner	
Senior Grants, and Management Specialist	
Senior Operations Analyst: Quality Assurance	

Senior Marketing and Outreach Coordinator
Senior Paratransit Specialist

Band 5

\$9,923-14,381

Manager of Capital Projects
Manager of Administrative Services

Band 6

\$12,393-17,960

Director of Finance
Director of Customer Experience
Director of Operations

PASSED AND ADOPTED this 7th day of July 2025.

xxxx, Chair

ATTEST:

Christy Wegener, Executive Director

Approved as to form:

Michael Conneran, Legal Counsel