



Memo

To: Board of Directors
From: Alan Clanin, General Manager
Date: March 14, 2019
Subject: Salary and Benefit Review

**** CONFIDENTIAL ****

Last June, the Board of Directors requested the District conduct a Salary and Benefits survey to insure the District is in a position to retain current employees and to attract quality employees.

History: Salary Surveys are typically conducted every 3 to 5 years and are designed to compare several areas of compensation with that of other districts. Crestline Village Water District last conducted a similar Salary Survey in 2015 that addressed the following;

- Transfer responsibility for the employee CalPERS contributions back to the employees.
- Adjust employee compensation and benefits to be competitive with other Districts and to encourage longevity.
- Adjust Paid Time Off (PTO) policy to reflect changes in State law regarding mandatory Sick Leave.

Analysis: District Staff met with the Salary Survey AD-HOC committee January 24, 2019. The results of the Salary and Benefits Survey conducted solicited information from seven neighboring water districts that would be likely candidates to hire current or potential employees. While exact comparisons are difficult at best to establish, the survey indicates that the District appears to be slightly above the average of the other districts surveyed. While this is not a bad position to be in, the Board desires to move its compensation and benefits package to an above average position to not only be in a better position to attract quality future employees, but to also retain the current quality employees of the District.

Recommendation: The committee, after lengthy discussion, decided to postpone any action until June to coincide with a potential Cost of Living Adjustment. Prior to the June meeting the District will reach out to the other agencies polled and assess increases that may have recently occurred.