



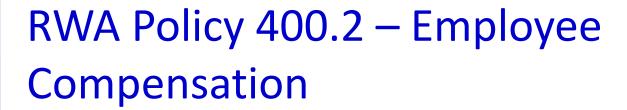
Regional Water Authority *Using the Compensation Survey to Adjust Pay Ranges* 



- Review of RWA Policy
- Proposed New Classifications
- Review of the Compensation Study Process
- Compensation Proposal
- Budget Impacts
- Discussion and potential action of Compensation Proposal





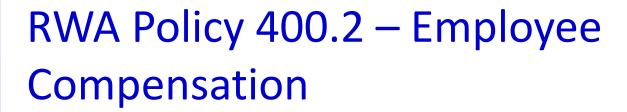


As a small, professional, management-focused organization, it is the intent of the Authority to provide employee compensation at or above the labor market mean for the industry.

The compensation practices of the Authority will be competitive within the industry and geographical area to attract the most qualified candidates and to minimize turnover of its employees.

Once the **labor budget** has been approved, the Executive Director may determine in his or her discretion how to apply any approved increase to each employee's existing salary.





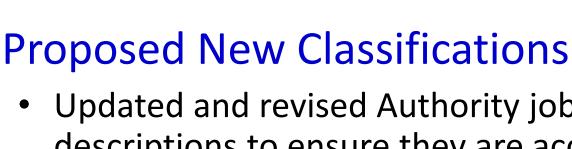
The **Executive Director shall recommend** salary ranges for all employment positions with the Authority, with the exception of the Executive Director position, subject to **review and approval by the Board** of Directors.

RWA's job classifications and the salary range for each classification are set forth in **Exhibit A** attached to this Policy.

The **Executive Committee** will generally conduct a **compensation survey** at least every five years to ensure that the total compensation offered by the Authority (salaries, wages, and benefits) is consistent with this Policy...







- Updated and revised Authority job descriptions to ensure they are accurate and up to date
- Examined three classifications:
  - Project Research Assistant
  - Principal Project Manager Government Affairs
  - Administrative and Financial Services Manager
- New classifications: Government Relations
   Manager and Project Research Assistant II
- Title change: Admin. and Financial Services
   Manager







- Surveyed 14 agencies
- Collected salary and benefit data for Authority classifications
- Calculated 62.5<sup>th</sup> percentile
- Considered internal alignment of salaries







## **Data Elements**

- Top step salary
- PERS pick-up
- Agency deferred compensation contribution
- Longevity
- Agency contribution to:
  - Health
  - Dental
  - Vision
- Employer's cost of CalPERS paid by the employer and employee
- Retirement practices (plan, benefit, formula)
- Retiree health benefits
- Paid leave benefits





- Citrus Heights Water District
- City of Folsom
- City of Roseville
- City of Sacramento
- City of West Sacramento
- El Dorado Irrigation District
- Elk Grove Water District
- Fair Oaks Water District
- Placer County Water Agency
- Sacramento County
- Sacramento Suburban Water District
- San Juan Water District
- Yuba Water Agency
- State of California Department of Water Resources







## EXISTING MONTHLY SALARY SCHEDULE OF RWA POSITIONS Per RWA Policy 400.2 Exhibit A

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Manager of Technical Services	\$14,088	\$14,574	\$15,095	\$15,654	\$16,256	\$16,906
Manager of Strategic Affairs	\$14,088	\$14,574	\$15,095	\$15,654	\$16,256	\$16,906
Manager of Government Relations*						
Principal Project Manager	\$11,524	\$11,922	\$12,347	\$12,805	\$13,297	\$13,829
Senior Project Manager	\$9,688	\$10,022	\$10,380	\$10,765	\$11,179	\$11,626
Associate Project Manager	\$6,877	\$7,114	\$7,368	\$7,641	\$7,935	\$8,252
Finance & Admin Services Manager	\$8,627	\$8,972	\$9,316	\$9,661	\$10,006	\$10,352
Executive Assistant	\$5,774	\$5,973	\$6,187	\$6,416	\$6,663	\$6,929
Project Research Assistant II*						
Project Research Assistant	\$5,166	\$5,344	\$5,535	\$5,740	\$5,961	\$6,199

<sup>\*</sup> Proposed new classification resulting from reclassification of existing class. Does not result in additional allocated positions.







# SUMMARY OF MONTHLY SALARY SCHEDULE CHANGES FOR RWA POSITIONS Recommended Salary Ranges per Compensation Study

CLASSIFICATION	CURRENT TOP STEP	PROPOSED TOP STEP	% DIFFERENCE	NOTES
Manager of Technical Services	\$16,906	\$17,202	-1.72%	Maintain 20% differential between Principal Project Manager and Manager of Technical Services Manager
Manager of Strategic Affairs	\$16,906	\$17,202	-1.72%	Set salary equal to Manager of Technical Services
Manager of Government Relations*	-	\$17,202	-100.00%	Set salary equal to Manager of Technical Services
Principal Project Manager	\$13,829	\$14,335	-3.53%	Maintain 20% differential between Senior and Principal Project Manager
Senior Project Manager	\$11,626	\$11,946	-2.68%	Increase salary to within 5% of 62.5 percentile
Associate Project Manager	\$8,252	\$8,541	-3.38%	Increase salary to within 5% of 62.5 percentile
Finance & Admin Services Manager	\$10,352	\$11,975	-13.55%	Increase salary to within 5% of 62.5 percentile
Executive Assistant	\$6,929	\$6,929	0.00%	Maintain current salary range based on compensation study
Project Research Assistant II*	-	\$7,129	-100.00%	Set 15% above Project Research Assistant I
Project Research Assistant	\$6,199	\$6,199	0.00%	Maintain current salary range based on compensation study

<sup>\*</sup> Proposed new classification resulting from reclassification of existing class. Does not result in additional allocated positions.







## PROPOSED MONTHLY SALARY SCHEDULE OF RWA POSITIONS Recommended Salary Ranges per Compensation Study

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Manager of Technical Services	\$14,335	\$14,830	\$15,359	\$15,928	\$16,541	\$17,202
Manager of Strategic Affairs	\$14,335	\$14,830	\$15,359	\$15,928	\$16,541	\$17,202
Manager of Government Relations*	\$14,335	\$14,830	\$15,359	\$15,928	\$16,541	\$17,202
Principal Project Manager	\$11,946	\$12,358	\$12,799	\$13,273	\$13,784	\$14,335
Senior Project Manager	\$9,955	\$10,298	\$10,666	\$11,061	\$11,487	\$11,946
Associate Project Manager	\$7,118	\$7,363	\$7,626	\$7,908	\$8,213	\$8,541
Finance & Admin Services Manager	\$9,979	\$10,323	\$10,692	\$11,088	\$11,514	\$11,975
Executive Assistant	\$5,774	\$5,973	\$6,187	\$6,416	\$6,663	\$6,929
Project Research Assistant II*	\$5,941	\$6,146	\$6,365	\$6,601	\$6,855	\$7,129
Project Research Assistant	\$5,166	\$5,344	\$5,535	\$5,740	\$5,961	\$6,199

<sup>\*</sup> Proposed new classification resulting from reclassification of existing class. Does not result in additional allocated positions.







## **Manager of Technical Services**

- Revise range to provide 20% differential between Principal Project Manager Class and Manager of Technical Services
- Slightly above the 62.5 percentile.
- Study found only four (4) comparable classes within the comparison agencies.

## **Manager of Strategic Affairs**

- Insufficient data to provide a valid salary recommendation based on the market.
- RGS recommends the current salary set equal to the Manager of Technical Services.
- This was the methodology that was used when the position was created in 2020







## **Manager of Government Relations**

- Potential new classification proposed from RGS's evaluation.
- Due to the scope and complexity of the position, recommend the salary range for this classification be set equal to the Manager of Technical Services.

## **Principal Project Manager**

 Revise salary range to provide 20% differential between Senior and Principal range

## **Senior Project Manager**

- 7.51% below the 62.5 percentile.
- Recommend the salary be increased to ensure the salary is within 5% of the 62.5 percentile for this classification.







## Recommendations

## **Associate Project Manager**

- 8.12% below the 62.5 percentile
- Recommend the salary be increased to ensure the salary is within 5% of the 62.5 percentile for this classification.

# <u>Finance and Administrative Services Manager (Currently Finance and Administrative Services Manager I)</u>

- 17.8% below the 62.5 percentile.
- Recommend the salary be increased to ensure the salary is within 5% of the 62.5 percentile for this classification.

#### **Executive Assistant**

No salary range adjustment is recommended





#### **Project Research Assistant II**

- New classification proposed from classification study.
- Classification is the journey-level class in the Project Research Assistant class series.
- Based on the generally accepted HR practices and to ensure internal salary alignment, set fifteen percent (15%) above the Project Research Assistant I.

## **Project Research Assistant I (Currently Project Research Assistant)**

- This is an entry level position
- No salary range adjustment is recommended







## Compared to existing pay scales

- Potential \$41,843 additional salary expense paid vs. no change (2.9% of salaries budget for FY 2022/23).
- SGA pays \$15,382, RWA pays remainder
- \$1,980 to \$2,369 this year for large members(2.5% of dues)
- \$103 to \$249 this year for small members
- Salary savings from other actions







- Recommend approval of revised salary ranges
- Recommend approval new classifications for Government Relations Manager and Project Research Assistant II for FY 2023/24
- Recommend approval of retitle for Finance and Administrative Manager
- Recommend approval of retitle for Project Research Assistant to Project Research Assistant I



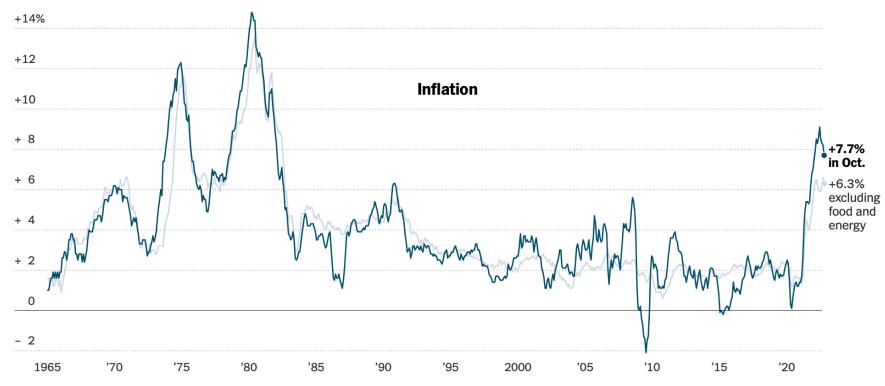




## **Questions and Discussion**



# Inflation moderated by more than expected in October.



Year-over-year percentage change in the Consumer Price Index • Source: Bureau of Labor Statistics

