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**CALAVERAS COUNCIL
of GOVERNMENTS**

TO: Council Members
FROM: Executive Director
DATE: February 1, 2006
SUBJECT: **Comparable Salary and Compensation Survey**

RECOMMENDATION

That the Council approve the proposed list of comparable agencies to be used in the compensation survey.

BACKGROUND

At the December 7th CCOG meeting, the Council directed staff to develop a survey of comparable salary and benefits for all job classifications: Executive Director, Administrative Assistant, and Transportation Planner. The first step in conducting a survey is to select a group of comparable agencies. Some of the variables to consider when building the list of agencies include work scope of the agency, population served, size of staff, competitiveness of the labor market in the region, growth rates in the region, type and size of projects managed and completed, and history of project delivery.

DISCUSSION

There is no exact science in conducting a compensation survey. No two agencies are identically structured nor do their citizens place emphasis on receiving the exact same types of services. There are likely to be some qualitative judgments when selecting comparable agencies and comparable job descriptions. For example, if a region is experiencing rapid growth pressures, then the agency and its staff are likely to be expanding their areas of responsibility.

Proposed list of comparable agencies:

Agency	Number of Employees	Operating Budget	Population
Amador County Transportation Commission	3	.79M	35,000
Nevada County Transportation Commission	4	.80M	97,000
El Dorado County Transportation Commission	5	1.04M	156,300
Butte County Association of Governments	8	2.57M	203,170
Madera County Transportation Commission	5	.86M	125,800