

Olivehurst Public Utility District



Agenda Item Staff Report

Meeting Date: January 16, 2020

Item description/summary:

Salary survey for OPUD Financial Manager position. This was discussed in all committees. The Financial Manager position is a critical and key management position here at the District and it is important that we keep a competitive pace for salary and benefits with other agencies in the area to retain our employees. The Office Manager/Human Resource Coordinator was tasked with providing a salary survey for the Financial Manager position and used data from the most recent California Special Districts Association (CSDA) salary survey (see attached) for three separate categories: Sierra region (for which we are a part); population served and operating revenue. I averaged the high and low salaries for each category and then took the average of those three salaries to find the average salary for the position over the three categories and found that salary to be \$102,807 annually. The current salary for the position is \$96,618. I recommend that we increase the salary for the Financial Manager to the average of \$102,807 which is a difference of \$6,189 annually.

Fiscal Analysis:

As described above and would be funded by administration budget.

Employee Feedback

None

Sample Motion:

Move to increase the salary of the OPUD Financial Manager to \$102,807 annually.

Prepared by:

John Tillotson, P.E., General Manager



Key Staff Salaries

Controller / CFO / Finance Manager

Job Description: Directs and controls the District's financial, accounting, and treasury activities; prepares a wide variety of detailed and analytical accounting, statistical, and narrative reports necessary for fiscal review; provides management and the Board of Directors with expertise in the areas of fiscal planning and control, accounting, budgeting, and investing public funds; supervises the daily work activities within accounting/bookkeeping including accounts payable, accounts receivable, cash receipts, payroll, and general ledger; prepares monthly financial statements; reconciles accounts; prepares special reports and analyses as required.

	Responses	Annual Salary		Average Salary Range		Average	
		Average	Median	Low	High	Years in Current Position	Number of Staff Supervised
All Respondents	137	117,160	112,996	96,705	128,233	6	4
CSDA Networks							
Northern	8	77,059	79,927	53,442	74,009	4	3
Sierra	21	107,468	94,776	88,378	115,190	4	4
Bay Area	26	125,369	109,840	118,588	152,397	6	3
Central	10	103,208	113,566	94,022	131,750	4	4
Coastal	25	112,322	110,000	91,772	121,628	6	4
Southern	47	129,317	128,400	100,188	134,361	6	4
Number of Full-Time Equivalent Employees							
2 or fewer	5	63,524	58,308	46,839	63,423	4	2
3 to 5	2	73,280	73,280	51,800	85,600	6	2
6 to 10	9	60,241	57,350	54,378	79,388	4	3
11 to 20	16	102,875	103,532	84,907	115,161	7	3
21 to 50	51	111,341	110,000	88,331	115,530	5	4
51 to 100	23	125,296	122,825	105,182	131,556	8	3
More than 100	31	156,076	159,531	125,684	169,974	5	4
Population or Customers Served							
5,000 or fewer	19	88,375	80,000	70,785	102,132	4	3
5,001 to 10,000	8	110,827	111,398	100,299	130,428	9	4
10,001 to 25,000	19	106,533	107,688	90,550	117,135	4	4
25,001 to 50,000	17	106,164	110,000	78,706	105,921	7	4
50,001 to 100,000	29	125,815	128,606	112,263	143,327	5	4
100,001 to 250,000	17	125,654	116,334	97,161	128,605	5	4
More than 250,000	28	138,269	122,280	108,210	145,773	7	3

2 direct Report 5 Staff

3 yrs

A "-" indicates no data.

"Responses" refers to the number providing actual annual salaries. Salary range, years in current position, and number of staff supervised may have a different number of responses.



Key Staff Salaries

Controller / CFO / Finance Manager (continued)

	Responses	Annual Salary		Average Salary Range		Average	
		Average	Median	Low	High	Years In Current Position	Number of Staff Supervised
Operating Revenue							
\$250,000 or less	7	99,606	125,270	79,520	113,203	5	4
\$250,001 to \$500,000	3	91,440	101,525	75,820	93,911	1	2
\$500,001 to \$1 million	3	59,276	55,000	52,749	69,069	7	6
\$1 million to \$2.5 million	8	63,446	64,480	61,596	80,108	5	3
\$2.5 million to \$5 million	11	87,172	88,121	70,351	98,857	6	2
\$5 million to \$10 million	37	103,284	101,560	89,565	116,026	6	4
\$10 million to \$25 million	36	123,076	124,089	101,131	130,294	6	3
\$25 million to \$50 million	15	143,667	152,464	111,534	141,571	6	4
More than \$50 million	17	178,105	185,848	134,307	189,963	4	4
District Type							
Airport	2	95,152	95,152	84,747	110,050	6	2
AQMD/Air Pollution Control	4	111,531	118,323	89,624	119,157	4	3
Cemetery	-	-	-	22,300	40,000	-	-
Community Services/Improvement	10	84,448	79,954	78,130	103,151	4	4
Drainage	1	107,688	107,688	84,372	107,688	-	3
Flood Control/Levee	1	119,002	119,002	88,790	119,002	-	1
Harbor/Port	6	121,909	101,516	93,314	126,496	6	3
Healthcare/Hospital	3	93,362	101,560	106,559	149,178	5	7
Irrigation	10	129,240	121,312	92,048	166,414	6	3
Library	4	86,051	73,050	77,456	95,510	10	5
Memorial	-	-	-	-	-	-	-
Mosquito & Vector Control	6	106,987	106,850	84,743	106,381	9	3
Fire/Police Protection	12	114,591	117,635	107,796	128,303	4	2
Reclamation	1	148,616	148,616	110,843	148,616	6	2
Recreation & Park	12	96,875	93,585	81,921	102,934	6	3
Resource Conservation	5	56,983	55,000	52,950	87,478	4	4
Sanitary/Sanitation	15	125,915	120,952	104,530	137,250	6	3
Transit	3	152,841	137,592	97,508	127,073	10	5
Utility	3	158,085	156,051	141,497	180,731	9	4
Water	39	134,888	133,152	107,452	143,419	5	4

Direct Report
3 yrs ✓ *5 Staff*

A "-" indicates no data.

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