

DEPARTMENT: Administration

BY: Rick Benson
PHONE: 966-3222

RECOMMENDED ACTION AND JUSTIFICATION: Salary Adjustments for Elected and Appointed County Officials

BACKGROUND AND HISTORY OF BOARD ACTIONS: See attached Staff Report

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Financial Impact? (x) Yes () No Current FY Cost: \$ 55,000 Annual Recurring Cost: \$ 110,000
Budgeted In Current FY? () Yes (x) No () Partially Funded

Amount in Budget:	\$ _____	List Attachments, number pages consecutively
Additional Funding Needed:	\$ 52,410	Staff Report
Source:		
Internal Transfer	_____	
Unanticipated Revenue	_____ 4/5's vote	
Transfer Between Funds	_____ 4/5's vote	
Contingency	_____ 4/5's vote	
() General () Other		

CLERK'S USE ONLY:

Res. No.: 09200 Ord. No. _____
 Vote - Ayes: 4 Noes: unpin
 Absent: _____
 Approved _____
 Minute Order Attached () No Action Necessary

COUNTY ADMINISTRATIVE OFFICER:

_____ Requested Action Recommended
 _____ No Opinion
 Comments:

The foregoing instrument is a correct copy of the original on file in this office.

Date: _____
Attest: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California

By: _____
Deputy

CAO: _____



COUNTY of MARIPOSA

P.O. Box 784, Mariposa, CA 95338 (209) 966-3222

BRAD ABORN, CHAIR
JANET BIBBY, VICE CHAIR
LYLE TURPIN
KEVIN CANN
JIM ALLEN

DISTRICT I
DISTRICT III
DISTRICT II
DISTRICT IV
DISTRICT V



MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: RICHARD J. BENSON, CAO
FROM: MARGIE WILLIAMS, Clerk of the Board *MW*
SUBJECT: Salary Adjustments for Elected and Appointed County Officials
RESOLUTION 09-200

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA

ADOPTED THIS Order on April 28, 2009

ACTION AND VOTE:

10:44 a.m. Salary Adjustments for Elected and Appointed County Officials (County Administrative Officer/Personnel/Risk Manager)

BOARD ACTION: Rick Benson initiated discussion relative to the recommendation for a four percent increase and an additional adjustment for the Public Works Director, and he provided a cost sheet for a 2 ½ percent increase as requested. Discussion was held relative to overall budget concerns and funding for services.

Input from the public was provided by the following:

Ruth Sellers agreed with Supervisor Turpin that there is a need for more funding for road maintenance and services for the citizens.

Ruth Catalan asked if this action requires a 4/5ths vote; and Rick Benson responded that a 3/5ths vote is required. Ruth asked for assurance that if the increase is approved that the rank and file employees would not be laid off; questioned the actual amount of savings between the 4 and 2 ½ percent increase and stated she feels the Public Works Director is doing a good job; she feels some hotel owners are reducing their rates to book rooms and that will result in a reduced transient occupancy tax; expressed concern with the Swine Flu and suggested that the Board wait another couple of months to see how the revenues are doing, and the raise could still be made retroactive to January 1st; and she stated she is in favor of the raises and has received complete cooperation from the department heads and with courtesy.

Further discussion was held. (M)Cann, (S)Allen, Res. 09-200 was adopted approving the four percent increase effective retroactive to January 1, 2009, with the additional increase for the Public Works Director to bring that position to the same level as the Sheriff – 89 percent of the County Administrative Officer salary, as recommended/Ayes: Aborn, Bibby, Cann, Allen; Noes: Turpin.

Cc: All Departments
File

MARIPOSA COUNTY


Richard J. Benson
County Administrative Officer



5100 Bullion Street
P.O. Box 784
Mariposa, CA 95338
209-966-3222
1-800-736-1252
FAX 209-966-5147
rbenson@mariposacounty.org

April 28, 2009

TO: Board of Supervisors

FROM: Rick Benson, County Administrative Officer 

SUBJECT: Salary Adjustments for Elected and Appointed County Officials

Justification & Recommendation

In September 2005 your Board adopted a system for setting department head salaries. This system was the result of efforts by a Board sub-committee and the County Administrative Officer. The basic premise of this system was to review the salaries of department heads in comparable counties and then set the salaries as a function of the CAO salary. Although this system has its flaws, generally it is well thought out and provides an objective method to determine department head compensation.

Even though department heads are the highest paid employees of the County, Mariposa County department heads are among the lowest paid in the state. The benefits available in Mariposa tend to temper the disparity, however, it can be demonstrated that some department heads earn 10% to 20% less than colleagues in comparable counties. Department heads in Mariposa have accepted their positions with this understanding and have no expectations of closing the gap. They are professionals who continue to work diligently to deliver the best service possible to the citizens of our County.

Last October every Mariposa County employee, with the exception of department heads, was granted a pay increase of at least 4%. Traditionally, your Board addresses department head salary adjustments in January following adjustments made to represented employees. Due to the tenuous economic conditions we are facing, this office did not bring this issue for your Board's consideration prior to now so that we could continue to monitor the County's financial performance.

While next year will be fiscally challenging, your Board will be relying as heavily on the leadership and expertise provided by department heads as you do on the other Mariposa County employees. Therefore, it is recommended that the 20 department heads receive a salary increase of 4% which is comparable to the 400 other county employees serving the public. It is recommended that this adjustment be effective January 1, 2009.

As previously discussed, the system in place for determining department head salaries provides a reasonable guideline. However, it is far from an exact science. Gathering the data for the underlying survey was extremely challenging. At times it is difficult to perform an "apples to apples" comparison given the structure of many of the departments of Mariposa County. In particular, the Public Works Department provides a wider range of services than Public Works departments in other counties. Since the survey was conducted the responsibilities of the Public Works Director have increased. Most notably, the department now operates the landfill which was formerly the responsibility of a contracted firm. It is also unusual for a Public Works Department to be responsible for Parks and Recreation, cemeteries and an airport.

In light of an increased level of responsibility and the wide range of responsibilities which may not have been fully addressed when the original survey was conducted, it is recommended that your Board consider a special adjustment to the salary of the Public Works Director. The recommended adjustment is to bring the Public Works Director salary to the same level as the Sheriff, 89% of the CAO salary. When the system was originally established the Public Works Director salary was aligned with the Sheriff.

The estimated cost of these increases for fiscal year 2008-09 is approximately \$52,000.

A chart depicting the current and proposed salaries is attached for your reference.

Recommendation Summary

1. Grant a 4% across-the-board salary increase to all appointed and elected department heads and the Clerk of the Board effective January 1, 2009.
2. Increase the percentage of CAO salary for the Public Works Director to 89%.

PROPOSED DEPARTMENT HEAD SALARY ADJUSTMENT
EFFECTIVE JANUARY 1, 2009

Title	2008 Salary	Proposed 2009 Salary (4% Increase)
County Administrative Officer	\$114,179	\$118,746
County Counsel	\$111,896	\$116,371
District Attorney	\$103,903	\$108,059
Health Officer	\$103,903	\$108,059
Sheriff/Coroner/PA	\$101,619	\$105,684
Public Works Director *	\$94,769	\$105,684
Human Services Director	\$94,769	\$98,559
Planning Director	\$84,493	\$87,872
Auditor	\$84,493	\$87,872
Chief Probation Officer	\$82,209	\$85,497
Technical Services Director	\$79,925	\$83,122
Building Director	\$79,925	\$83,122
Fire Chief	\$79,925	\$83,122
Assessor/Recorder	\$79,925	\$83,122
Treasurer/Tax Collector/Clerk	\$79,925	\$83,122
Agricultural Commissioner	\$79,925	\$83,122
Child Support Svcs. Director	\$73,075	\$75,998
Librarian	\$65,082	\$67,685
Community Services Director	\$61,657	\$64,123
Clerk of the Board	\$51,381	\$53,436
Total	\$1,706,979	\$1,782,383

<u>Costs</u>	<u>Full Year</u>	<u>08-09 Cost</u>
Salary Increase	\$75,404	\$37,702
With Benefits (39%)	\$104,811	\$52,406
General Fund (85%)	\$89,090	\$44,545

* Includes proposal to adjust PW Director percentage of CAO salary to 89%