



# TAHOE-TRUCKEE SANITATION AGENCY

Mailing: P.O. Box 669, Truckee, CA 96160  
Physical: 13720 Butterfield Drive, Truckee, CA 96161  
Phone: (530) 587-2525 • Web: [www.ttsa.ca.gov](http://www.ttsa.ca.gov)

**Directors**  
Blake Tresan: President  
Scott Wilson: Vice President  
Dale Cox  
Dan Wilkins  
Albert Clement  
**General Manager**  
Richard Pallante

## BOARD OF DIRECTORS MEETING NOTICE AND AGENDA

**Date:** April 16, 2025

**Time:** 9:00 AM

**Place:** Board Room, Tahoe-Truckee Sanitation Agency, 13720 Butterfield Drive, Truckee, California

All or portions of this meeting will be conducted by teleconferencing in accordance with Government Code section 54953(b). The teleconferencing location is 647 Broadway, Dunedin, FL. 34698. This location is accessible to the public, and members of the public may listen to the meeting and address the Board of Directors from the teleconference location.

The Board will accept public comments on any item on the agenda until the close of public comment. These comments should be submitted to Roshelle Chavez, Board Clerk, at [rchavez@ttsa.ca.gov](mailto:rchavez@ttsa.ca.gov) or by mail at 13720 Butterfield Drive, Truckee, CA 96161 (the final mail collection before the meeting will be the Tuesday before the meeting at 3:00 p.m.). Members of the public will have the opportunity to directly address the Agency Board of Directors concerning any item listed on the Agenda below before or during consideration of that item. To better accommodate members of the public and staff, some Agenda items may be considered in an order different than those listed below.

### **I. Call to Order, Roll Call, and Pledge of Allegiance**

### **II. Public Comment**

1. Public Comment

### **III. Review and Adopt Agenda**

1. Review and Adopt Agenda.

### **IV. Professional Achievements, Awards, Anniversaries, and Staff Acknowledgments**

1. Quarterly Safety Suggestion Awards - April 2025

### **V. Consent Agenda**

1. Approval of the Board Meeting Minutes.
2. Ratification of the Payment of General Fund Warrants.

### **VI. Regular Agenda**

1. Presentation and Acceptance of the Gallagher Classification and Compensation Study.
2. Discussion and Approval of Resolution No. 03-2025 Adopting Salary Schedule, Organizational Chart, Implementation Guide, Employee Benefit Changes, and Job Classification Descriptions.
3. Approval of Resolution No. 04-2025 Amending Employer Paid Member Contributions.
4. Update and Direction on GM Recruitment Ad Hoc Committee.
5. Approval of the Financials for the Month Ending March 31, 2025.
6. Appeal of Sewer Service Charges for APN: 085-241-007-000, 4195 Walnut Ave. Homewood
7. Authorization for the General Manager to Execute Amendment No.1 to the Maintenance, Insurance, and Indemnification Agreement between Tahoe-Truckee Sanitation Agency and the Rotary Club of Truckee for the Installation of Benches Along the Legacy Trail.
8. Department Reports: Informational Updates for the Board of Directors
9. General Manager Report: Informational Updates for the Board of Directors

### **VII. Board of Directors Comment**

1. Board of Directors Comment.

### **VIII. Closed Session**

1. Closed Session Conference with Legal Counsel - Pending Litigation (Government Code section 54956.9) *Michael Smith v. Tahoe-Truckee Sanitation Agency*; Workers' Compensation Appeals Board Case No. ADJ20514910.

**IX. Report from Closed Session**

1. Report from Closed Session

**X. Adjournment**

Posted and Mailed, 4/10/2025.

*Roshelle Chavez*

Roshelle Chavez  
Executive Assistant/Board Clerk

In compliance with the Americans with Disabilities Act, if you are a disabled person and need a disability-related modification or accommodation to participate in this meeting, please [email Roshelle Chavez](#) or call 530-587-2525. Requests must be made as early as possible and at least one full business day before the start of the meeting.

Documents and materials relating to an open session agenda item provided to the T-TSA Board of Directors less than 72 hours prior to a regular meeting will be available for public inspection and copying at the Agency's office, located at 13720 Butterfield Drive, Truckee, CA.



# TAHOE-TRUCKEE SANITATION AGENCY

## BOARD OF DIRECTORS MEETING

**To:** Board of Directors

**From:** Richard Pallante, General Manager

**Meeting Date:** April 16, 2025

**Item:** II.1.

**Subject:** Public Comment

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**Background:**

Discussion items only; no action to be taken. Any person may address the Board at this time upon any subject within the Tahoe-Truckee Sanitation Agency's jurisdiction that does not appear on the agenda. Any matter that requires action may be referred to staff for a report and action at a subsequent Board meeting. Please note that there is a five (5) minute limit per person. In addition to or in lieu of public comment, any person may submit a written statement concerning Agency business to be included in the record of proceedings and filed with the meeting minutes. Any such statement must be provided to the Board Clerk at the meeting.

**Recommendation:**

None.

**Fiscal Impact:**

None.

**Review Tracking:**

Submitted By: \_\_\_\_\_

Richard Pallante  
General Manager

**Attachments:**

None



# TAHOE-TRUCKEE SANITATION AGENCY

## BOARD OF DIRECTORS MEETING

**To:** Board of Directors

**From:** Richard Pallante, General Manager

**Meeting Date:** April 16, 2025

**Item:** III.1.

**Subject:** Review and Adopt Agenda.

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**Background:**

By a majority vote of the Board, Agenda items may be removed from the agenda or addressed outside their listed order.

**Recommendation:**

Review and Adopt Agenda.

**Fiscal Impact:**

None.

**Review Tracking:**

Submitted By: \_\_\_\_\_

Richard Pallante  
General Manager

**Attachments:**

None





# TAHOE-TRUCKEE SANITATION AGENCY

## BOARD OF DIRECTORS MEETING

**To:** Board of Directors

**From:** Vicky Lufrano, Human Resources Administrator

**Meeting Date:** April 16, 2025

**Item:** IV.1.

**Subject:** Quarterly Safety Suggestion Awards - April 2025

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**Background:**

Acknowledgment of staff for professional achievements, awards, and anniversaries received the previous calendar month or quarter.

**Quarterly Safety Suggestion Awards - April 2025**

*Jesus Zarate*

- Install a 3rd convex mirror at the intersection of Corridors 6B and 6C to provide visibility for traffic coming from 6B when traveling East on 6C from Building 27.
- Purchase a Light Meter to measure foot candles (illumination) around the plant to ensure proper lighting levels and compliance with Title 9, CCR, Section 3317.

*Matt Nitz*

- Install rearview mirrors on the SHS forklift to match the rearview mirror setup on the Warehouse forklift to increase the visibility of surroundings.

**Recommendation:**

No action required.

**Fiscal Impact:**

Recipients of a Safety Suggestion Award receive 2 hours of Administrative Leave for each Safety Suggestion approved by the Safety Committee.

**Review Tracking:**

Submitted By: *Vicky Lufrano*  
\_\_\_\_\_  
Vicky Lufrano  
Human Resources Administrator

Approved By: *Richard Pallante*  
\_\_\_\_\_  
Richard Pallante  
General Manager

**Attachments:**

None



# TAHOE-TRUCKEE SANITATION AGENCY

## BOARD OF DIRECTORS MEETING

**To:** Board of Directors

**From:** Roshelle Chavez, Executive Assistant/Board Clerk

**Meeting Date:** April 16, 2025

**Item:** V.1.

**Subject:** Approval of the Board Meeting Minutes.

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**Background:**

Draft minutes from previous meeting(s) are presented to the Board of Directors for review and approval.

**Recommendation:**

Management and staff recommend approval of the Minutes from the month of March.

**Fiscal Impact:**

None.

**Review Tracking:**

*Roshelle Chavez*

Submitted By: \_\_\_\_\_

Roshelle Chavez  
Executive Assistant/Board Clerk

*Richard Pallante*

Approved By: \_\_\_\_\_

Richard Pallante  
General Manager

**Attachments:**

1. 03-12-2025 Special Minutes
2. 03-19-2025 Minutes
3. 03-19-2025 Special Minutes



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Scott Wilson - Vice President  
Dale Cox  
Dan Wilkins  
Albert Clement

### General Manager

Richard Pallante

## BOARD OF DIRECTORS SPECIAL MEETING MINUTES

March 12, 2025

### **I. Call to Order**

President Blake Tresan called the regular meeting of the Tahoe-Truckee Sanitation Agency Board of Directors to order at 3:00 p.m., followed by a Roll Call and the Pledge of Allegiance.

Directors Present: Blake Tresan, TSD  
Scott Wilson, NTPUD  
Dale Cox, OVPSD (via teleconference)  
Dan Wilkins, TCPUD  
Bert Clement, ASCWD

Staff Present: Richard Pallante, General Manager  
Roshelle Chavez, Executive Assistant/Board Clerk  
Vicky Lufrano, Human Resources Administrator  
Josh Horowitz, Agency Counsel

### **II. Public Comment**

There was no public comment. No action was taken by the Board.

### **III. Review and Adopt Agenda**

MOTION by Director Wilkins, SECOND by Director Clement, to approve the Agenda as written: unanimously approved.

The Board approved the motion with the following vote:

AYES: Directors Cox, Clement, Wilkins, Wilson, and President Tresan.

NOES: None.

ABSENT: None.

ABSTAIN: None.

### **IV. Regular Agenda**

#### **1. Discuss and Provide Direction on the Recruitment for the Position of General Manager.**

The Board of Directors discussed proposals received from three consultants to perform the recruitment of the upcoming General Manager vacancy due to the planned retirement of the current General Manager. The Board provided direction to the Human Resources Administrator to reach out to CPS HR Consultants to get a timeline in which they believe they could run the recruitment, find out who would be assigned to lead the recruitment, and check references for the assigned individual.

It was discussed that an ad hoc committee would be organized and given the authority to choose the consultant to perform the recruitment, based on feedback provided from the committee related to references and timeline. The Board additionally wanted to review the General Manager salary to ensure that the job posting pamphlet adequately reflects a reasonable salary for a General Manager in the Truckee area. The Board requested an update on the recruitment status at the next regular Board of Directors meeting.

#### **2. Discussion and Possible Action to Appoint a GM Ad Hoc Recruitment Committee.**

Board President Blake Tresan appointed Directors Wilson and Clement to the GM Ad Hoc Recruitment Committee. The committee will work with the Human Resources Administrator and the selected consultant on the recruitment process.

**V. Board of Directors Comment**

There were no additional comments from the Board.

**VI. Adjournment**

There being no further business, the meeting was adjourned at 4:05 P.M.

By:

\_\_\_\_\_  
Richard Pallante, General Manager

Date:

Approved: \_\_\_\_\_

DRAFT



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Scott Wilson - Vice President  
Dale Cox  
Dan Wilkins  
Albert Clement

### General Manager

Richard Pallante

## BOARD OF DIRECTORS REGULAR MEETING MINUTES

March 19, 2025

### I. Call to Order

President Tresan called the regular meeting of the Tahoe-Truckee Sanitation Agency Board of Directors to order at 9:03 a.m., followed by a Roll Call and the Pledge of Allegiance.

Directors Present: Blake Tresan, TSD  
Scott Wilson, NTPUD  
Dan Wilkins, TCPUD  
Dale Cox, OVPSD  
Albert Clement, ASCWD

Staff Present: Richard Pallante, General Manager  
Roshelle Chavez, Executive Assistant/Board Clerk  
Michael Peak, Operations Manager  
Paul Shouse, Maintenance Manager  
Jason Hays, Technical Services Manager  
Lizz Cook, CFO/Risk Manager  
Michelle Mackey, Accounting Supervisor  
Luke Swann, IT Supervisor  
Lucas Talbot, IT Specialist  
Scott Fleming, Senior Engineer  
Tanner McGinnis, Maintenance Supervisor  
Ryan Schultz, I&E Supervisor  
Matt Nitz, Operations Department  
Nate Lyons, Operations Department

Consultants Present: Josh Horowitz, Agency Counsel  
Richard Gutierrez, Carollo Engineering  
Tim Loper, Carollo Engineering  
Steven Gortler, Municipal Advisor

Public Present: Sven Leff, Truckee-Donner Recreation & Park District

### II. Public Comment (00:00:27 - 00:00:51)

There was no public comment. No action was taken by the Board.

### III. Review and Adopt Agenda (00:00:57 - 00:01:13)

**MOTION** by Director Wilkins, **SECOND** by Director Cox, to approve the Agenda as written; unanimously approved.

The Board approved the motion by the following roll vote:

AYES: Directors Cox, Clement, Wilkins, Wilson, and President Tresan.  
NOES: None.  
ABSENT: None.  
ABSTAIN: None.

### IV. Professional Achievements, Awards, Anniversaries, and Staff Acknowledgements (00:01:13 - 00:02:04)

Ms. Lufitano acknowledged agency staff member Matt Nitz of the Operations Department. Matt is an Operator III and celebrated his ten (10) year work anniversary. The Board acknowledged Matt for his achievement and thanked him for his service.

### V. Consent Agenda (00:02:04 - 02:54:00)

1. Approval of the February Board Meeting Minutes.
2. Ratification of the Payment of General Fund Warrants.

3. Notification of filing CEQA Notice of Exemption for TRI Rehabilitation Project.

The February Board meeting minutes were pulled from the Consent Agenda and moved to the Regular Agenda.

**MOTION** by Director Cox, **SECOND** by Wilson, to approve the Consent Agenda; unanimously approved.

The Board approved the motion by the following vote:

AYES: Directors Cox, Wilson, Clement, Wilkins, and President Tresan.

NOES: None.

ABSENT: None.

ABSTAIN: None.

Motion approved.

**VI. Regular Agenda**

1. Approval of the February Board Meeting Minutes. (0:02:54- 0:03:47)

The Approval of the February Board Meeting Minutes were pulled from the Consent Agenda as each had items to amend. The Regular Board Meeting minutes for February 19, 2025, listed Director Smelser in two locations that should be replaced with Director Clement. The Special Meeting minutes from February 25, 2025, had Director Smelser listed in one area, which should be replaced with Director Clement.

**MOTION** by Director Cox, **SECOND** by Director Wilson to approve the February Board Meeting Minutes as Amended; unanimously approved.

The Board approved the motion by the following vote:

AYES: Directors Clement, Cox, Wilkins, Wilson, and President Tresan.

NOES: None.

ABSENT: None.

ABSTAIN: None.

Motion approved.

2. Review and Possible Action on Land Use Policy Ad Hoc Committee Update and Legal Counsel Presentation. (0:03:55- 1:13:56)

Director Wilkins updated the Board of Directors as a representative of the Land Use Policy Ad Hoc Committee. He believes the "Land Use Guiding Principles," developed by the Committee, would be a little more flexible and less rigid than a policy. The Committee and Staff also reviewed maps of Agency property, which will soon be updated with the finalization of the TTAD property agreement. Updated maps will give the best idea of what areas the Agency intends to sell as surplus land.

Agency Counsel, Mr. Horowitz, reviewed the rules for surplusizing Agency land under Section 140 of the Tahoe-Truckee Sanitation Agency Act and the additional legal requirements of the Surplus Lands Act (SLA) found in Government Code sections 54220 through 54234.

After extensive discussion, the Board and Committee gave direction to: (1) update the "Land Use Guiding Principles" to include a "DRAFT" watermark until the board approves a final version; (2) include the updated agency-owned property map; return to member agencies to share this information and bring back concerns to the Board.

3. Approval of the Financials for the Month Ending February 28, 2025. (0:1:13:56 – 0:01:18:44)

Ms. Cook reviewed the Financial Statements for the month ending February 28, 2025, with the entire Board, including updated chart reporting.

**MOTION** by Director Cox, **SECOND** by Director Wilson for approval of the financial results for the month ending February 28, 2025; unanimously approved.

The Board approved the motion by the following vote:

AYES: Directors Clement, Cox, Wilkins, Wilson, and President Tresan.

NOES: None.

ABSENT: None.

ABSTAIN: None.

Motion approved.

4. Approval to Award the 2025 Digital Scanning of Sewer Lines Project. (01:18:50 – 01:34:53)

**MOTION** by Director Wilson, **SECOND** by Director Wilkins for Approval to Award the 2025 Digital Scanning of Sewer Lines Project to Pro-Pipe, Inc.; unanimously approved.

The Board approved the motion by the following vote:

AYES: Directors Clement, Cox, Wilkins, Wilson, and President Tresan.

NOES: None.

ABSENT: None.

ABSTAIN: None.

Motion approved.

The Board took a ten-minute recess at 10:38 AM. Open Session continued at 10:48 AM. (01:35:10)

5. Review and Approval to Support CSDA on SB 496 (Hurtado) Advanced Clean Fleets Reform. (01:35:21 - 01:36:04)

**MOTION** by Director Wilkins, **SECOND** by Director Cox for Approval to Support CSDA on SB 496 (Hurtado) Advanced Clean Fleets Reform; unanimously approved.

The Board approved the motion by the following vote:

AYES: Directors Clement, Cox, Wilkins, Wilson, and President Tresan.

NOES: None.

ABSENT: None.

ABSTAIN: None.

Motion approved.

6. Review and Ballot Selection of Special District Representation for Placer County LAFCO. (01:36:04 - 01:36:41)

**MOTION** by Director Cox, **SECOND** by Director Wilkins to vote Judy Friedman as Agency Ballot Selection of Special District Representation for Placer County LAFCO; unanimously approved.

The Board approved the motion by the following vote:

AYES: Directors Clement, Cox, Wilkins, Wilson, and President Tresan.

NOES: None.

ABSENT: None.

ABSTAIN: None.

Motion approved.

7. Presentation and Acceptance of the Nutrient Removal Alternative Study Project. (01:36:49 - 02:41:37)

Mr. Gutierrez, with Carollo Engineers, presented the findings of the Nutrient Removal Study to the Board of Directors and Staff. The presentation covered the key aspects of the study, including the evaluation criteria, how they came to the selected Membrane Bioreactor (MBR) alternative, the proposed plant design, life cycle, and recommendations for implementation. There was extensive discussion and clarifying questions from the Board.

**MOTION** by Director Cox, **SECOND** by Director Wilkins to Accept the Nutrient Removal Alternative Study Project; unanimously approved.

The Board approved the motion by the following vote:

AYES: Directors Clement, Cox, Wilkins, Wilson, and President Tresan.

NOES: None.

ABSENT: None.

ABSTAIN: None.

Motion approved.

8. Staff Recommendation and Board Direction on the Nutrient Removal Alternative Study. (02:41:45 - 03:32:55)

With the Secondary Nutrient Removal Alternative Study now completed, Staff recommended that the Board provide staff direction to proceed with the study's primary recommendation, the MBR (Membrane Bioreactor) removal process, and to draft an RFP for the project design. Ms. Cook and Mr. Steve Gortler reviewed the Financial Modeling to provide recommendations for funding over the course of the project. Staff believes this recommendation will take the Agency progressively into the future as the most effective alternative.

**MOTION** by Director Clement, **SECOND** by Director Wilkins to Approve Direction to Proceed with Alternative 2, the MBR (Membrane Bioreactor) as the Secondary Nutrient Removal Alternative Project Design, Draft an RFP for Design of the "Project," and Proceed with Financial Modeling; unanimously approved.

The Board approved the motion by the following vote:

AYES: Directors Clement, Cox, Wilkins, Wilson, and President Tresan.

NOES: None.

ABSENT: None.

ABSTAIN: None.

Motion approved.

9. Update on the Recruitment for the General Manager and Appointment of GM Recruitment Ad Hoc Committee.  
(03:32:55 - 03:45:50)

At the March 12, 2025, Special Board of Directors Meeting, a GM Recruitment Ad Hoc Committee was appointed to work with the Human Resources Administrator to hire a consultant to perform the recruitment of the upcoming General Manager vacancy due to the planned retirement of the current General Manager. The GM Recruitment Ad Hoc Committee consists of Director Wilson and Director Clement, who updated the Board on their recent meeting.

The Committee plans to move forward and pursue a contract with CPS HR Consultants for the T-TSA General Manager Recruitment Contract. In conjunction with staff, the committee will finalize the scope of work for CPS HR, and the General Manager will sign the contract. Pamela Derby will lead the recruitment at CPS HR, assisted by Travis Fox and Sean Garcia.

The Committee and Board acknowledged Mr. Hays, who has been working as Assistant Manager for the last six months. They will keep him in the position until further notice. The current GM will be leaving the office the beginning of June, putting pressure on the CPS timeline.

The Committee will review and assist with updating the GM job description, salary range, and brochure and will bring them back for review and complete Board approval at the April Board meeting.

10. Staff Department Reports (03:45:55 - 03:46:15)

The Board thanked staff for submitting their reports.

No action was taken by the Board.

11. General Manager Report

The Board thanked Mr. Pallante for submitting his report.

No action was taken by the Board.

VII. Board of Directors Comment (03:46:15)

There were no comments from the Board.

VIII. Adjournment

There being no further business, the meeting was adjourned at 12:58 P.M.

By:

\_\_\_\_\_  
Richard Pallante, General Manager

Date:

Approved: \_\_\_\_\_





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Dan Wilkins  
Albert Clement

### General Manager

Richard Pallante

## BOARD OF DIRECTORS SPECIAL MEETING MINUTES

March 19, 2025

### I. Call to Order

President Blake Tresan called the special meeting of the Tahoe-Truckee Sanitation Agency Board of Directors to order at 12:59 p.m. immediately following the close of the regular meeting, followed by a Roll Call and the Pledge of Allegiance.

Directors Present: Blake Tresan, TSD  
Scott Wilson, NTPUD  
Dale Cox, OVPSD (via teleconference)  
Dan Wilkins, TCPUD  
Bert Clement, ASCWD

Staff Present: Richard Pallante, General Manager  
Roshelle Chavez, Executive Assistant/Board Clerk  
Michael Peak, Operations Manager  
Paul Shouse, Maintenance Manager  
Jason Hays, Technical Services Manager  
Lizz Cook, CFO/Risk Manager  
Michelle Mackey, Accounting Supervisor  
Luke Swann, IT Supervisor  
Lucas Talbot, IT Specialist  
Scott Fleming, Senior Engineer

Consultants Present: Josh Horowitz, Agency Counsel

### II. Public Comment

There was no public comment. No action was taken by the Board.

### III. Regular Agenda

1. Review and Approval of Resolution No. 02-20025 Declaring Certain Agency Parcels as Exempt Surplus Land, Authorizing their Exchange with the Truckee-Tahoe Airport District, and authorizing the General Manager or Designee to Complete the Exchange and Accept the Parcels from T-TAD on the Agency's Behalf.

**MOTION** by Director Wilkins, **SECOND** by Director Wilson, to approve Resolution No. 02-20025 Declaring Certain Agency Parcels as Exempt Surplus Land, Authorizing their Exchange with the Truckee-Tahoe Airport District, and authorizing the General Manager or Designee to Complete the Exchange and Accept the Parcels from T-TAD on the Agency's Behalf; unanimously approved.

The Board approved the motion by the following roll vote:

AYES: Directors Cox, Clement, Wilkins, Wilson, and President Tresan.  
NOES: None.  
ABSENT: None.  
ABSTAIN: None.

### IV. Adjournment

There being no further business, the meeting was adjourned at 1:01 P.M.

By:

Richard Pallante, General Manager

Date:

Approved: \_\_\_\_\_



# TAHOE-TRUCKEE SANITATION AGENCY

## BOARD OF DIRECTORS MEETING

**To:** Board of Directors

**From:** Lizz Cook, CFO/Risk Manager

**Meeting Date:** April 16, 2025

**Item:** V.2.

**Subject:** Ratification of the Payment of General Fund Warrants.

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**Background:**

The report on the General Fund Warrants, as prepared by Agency staff, is attached. It should be noted that payroll summaries are excluded from the General Fund Warrants and incorporated into the Financial Statements. The Finance Committee reviewed and approved the payment of the General Fund Warrants at its April 8th, 2025 meeting.

**Recommendation:**

Management and staff recommend that the Board of Directors approve the Ratification of the Payment of General Fund Warrants.

**Fiscal Impact:**

Decrease in Agency funds per the warrant amounts.

**Review Tracking:**

Submitted By:

Lizz Cook  
CFO/Risk Manager

Approved By:

Richard Pallante  
General Manager

**Attachments:**

1. General Fund Warrants - March 2025

Payee	Check Number	Check Issue Date	Description	Amount
<b>1000 BULBS</b>				
	92246	03/06/2025	LAMPHOLDER	81.91
	92246	03/06/2025	T8 TUBES	150.03
	92246	03/06/2025	AGM BATTERY	16.68
	92295	03/20/2025	LAMP HOLDER	411.69
	92295	03/20/2025	T8 LED TUBE	601.52
	92295	03/20/2025	T8 LED TUBE	804.08
	92295	03/20/2025	2X4 WATTAGE AND COLLOR SELECT FIXTURE	872.59
Total 1000 BULBS:				2,938.50
<b>AIRGAS USA LLC</b>				
	92296	03/20/2025	CYLINDER RENTALS	86.18
	92296	03/20/2025	CYLINDER RENTALS	227.31
Total AIRGAS USA LLC:				313.49
<b>ALESHIRE &amp; WYNDER LLP</b>				
	92297	03/20/2025	FEB 2025 LEGAL FEES	10,835.50
Total ALESHIRE & WYNDER LLP:				10,835.50
<b>ANNIE'S CLEANING SERVICE</b>				
	92247	03/06/2025	CLEANING SERVICES FEB 2025	5,201.66
Total ANNIE'S CLEANING SERVICE:				5,201.66
<b>AQUATIC INFORMATICS, INC</b>				
	92298	03/20/2025	WIMS SUPPORT FOR ONE YEAR	4,982.78
Total AQUATIC INFORMATICS, INC:				4,982.78
<b>AT&amp;T 530 582-0827 966 5</b>				
	92248	03/06/2025	PHONES 2/14-3/13/25	1,937.03
Total AT&T 530 582-0827 966 5:				1,937.03
<b>AT&amp;T 831-000-9983 804</b>				
	92249	03/06/2025	INTERNET 2/11-3/10/25	1,996.25
	92299	03/20/2025	3/11-4/10/25 INTERNET	1,996.25
Total AT&T 831-000-9983 804:				3,992.50
<b>BARTKIEWICZ, KRONICK &amp; SHANAHAN</b>				
	92300	03/20/2025	FEB 2025 LEGAL SERVICES	5,172.50
Total BARTKIEWICZ, KRONICK & SHANAHAN:				5,172.50
<b>BEST BEST &amp; KRIEGER LLP</b>				
	92250	03/06/2025	LEGAL SERVICES JANUARY 2025	2,480.00
Total BEST BEST & KRIEGER LLP:				2,480.00
<b>BROWN AND CALDWELL - LOCKBOX</b>				
	92251	03/06/2025	11/22-12/26/24 DIGESTION IMPROVEMENT	43,651.24
	92251	03/06/2025	12/27-1/23/25 DIGESTION IMPROVEMENT	44,149.51
	92251	03/06/2025	JANUARY 2025 TRI REHAB	22,907.96

Payee	Check Number	Check Issue Date	Description	Amount
	92301	03/20/2025	TRI REHAB 1/24-2/20/25	22,909.20
Total BROWN AND CALDWELL - LOCKBOX:				133,617.91
<b>CAROLLO</b>				
	92302	03/20/2025	FEB 2025 NUTRIENT REMOVAL STUDY	20,432.75
Total CAROLLO:				20,432.75
<b>CASELLE</b>				
	92303	03/20/2025	APRIL 2025 SUPPORT AND MAINTENANCE	4,374.00
Total CASELLE:				4,374.00
<b>CDW-G</b>				
	92252	03/06/2025	BLUEBEAM SUBSCRIPTION, 1 USER	455.85
	92304	03/20/2025	SONICWALL 3 YEAR LICENSE	10,176.49
Total CDW-G:				10,632.34
<b>CENTRAL SQUARE TECHNOLOGIES</b>				
	92253	03/06/2025	2/2-2/15/25 ADMIN PROJECT	315.00
Total CENTRAL SQUARE TECHNOLOGIES:				315.00
<b>CHARD SNYDER &amp; ASSOCIATES</b>				
	92305	03/20/2025	COBRA FEE	26.46
	92305	03/20/2025	COBRA FEE	5.88
	92305	03/20/2025	COBRA FEE	2.94
	92305	03/20/2025	COBRA FEE	50.07
	92305	03/20/2025	COBRA FEE	11.76
	92305	03/20/2025	ADMIN FEE	3.00
	92305	03/20/2025	ADMIN FEE	11.33
	92305	03/20/2025	ADMIN FEE	88.66
	92305	03/20/2025	ADMIN FEE	28.66
	92305	03/20/2025	ADMIN FEE	39.00
	92305	03/20/2025	ADMIN FEE	23.33
	92305	03/20/2025	ADMIN FEE	12.00
	92305	03/20/2025	COBRA FEE	29.40
	92305	03/20/2025	COBRA FEE	11.76
	92305	03/20/2025	COBRA FEE	8.82
	92305	03/20/2025	COBRA FEE	2.94
	92305	03/20/2025	ADMIN FEE	44.33
	92305	03/20/2025	ADMIN FEE	28.66
	3312501	03/31/2025	FSA	35.00
	3312501	03/31/2025	HRA	10.00
	3312501	03/31/2025	HRA	353.44
	3312501	03/31/2025	HRA	73.13
	3312501	03/31/2025	FSA	3,046.24
	3312501	03/31/2025	FSA	64.54
	3312501	03/31/2025	HRA	55.00
	3312501	03/31/2025	HRA	5.00
	3312501	03/31/2025	HRA	472.26
	3312501	03/31/2025	HRA	35.00
	3312501	03/31/2025	FSA	10.00
	3312501	03/31/2025	HRA	540.00
	3312501	03/31/2025	HRA	35.00

Payee	Check Number	Check Issue Date	Description	Amount
	3312501	03/31/2025	FSA	7.71
	3312501	03/31/2025	HRA	17.51
	3312501	03/31/2025	HRA	36.75
	3312501	03/31/2025	HRA	13.19
	3312501	03/31/2025	HRA	260.00
	3312501	03/31/2025	HRA	24.01
	3312501	03/31/2025	HRA	35.00
	3312501	03/31/2025	HRA	3,507.61
	3312501	03/31/2025	HRA	2.52
	3312501	03/31/2025	HRA	751.00
	3312501	03/31/2025	HRA	195.95
	3312501	03/31/2025	HRA	75.78
	3312501	03/31/2025	FSA	2.26
	3312501	03/31/2025	HRA	136.82
	3312501	03/31/2025	HRA	45.00
	3312501	03/31/2025	HRA	314.75
	3312501	03/31/2025	HRA	72.83
	3312501	03/31/2025	FSA	40.00
	3312501	03/31/2025	HRA	22.99
	3312501	03/31/2025	HRA	35.00
	3312501	03/31/2025	HRA	5.00
	3312501	03/31/2025	FSA	62.80
	3312501	03/31/2025	HRA	48.27
	3312501	03/31/2025	HRA	282.98
	3312501	03/31/2025	HRA	5.00
	3312501	03/31/2025	HRA	6.19
	3312501	03/31/2025	HRA	130.09
	3312501	03/31/2025	FSA	134.12
	3312501	03/31/2025	HRA	124.03
	3312501	03/31/2025	HRA	336.50
	3312501	03/31/2025	HRA	7.06
	3312501	03/31/2025	HRA	92.41
	3312501	03/31/2025	HRA	68.84
	3312501	03/31/2025	HRA	380.00
	3312501	03/31/2025	HRA	296.42
	3312501	03/31/2025	HRA	13.61
	3312501	03/31/2025	HRA	180.39
	3312501	03/31/2025	HRA	75.00
	3312501	03/31/2025	HRA	70.16
	3312501	03/31/2025	HRA	73.61
	3312501	03/31/2025	HRA	46.20
	3312501	03/31/2025	HRA	40.00
	3312501	03/31/2025	FSA	10.00
	3312501	03/31/2025	HRA	25.43
	3312501	03/31/2025	HRA	305.08
	3312501	03/31/2025	HRA	5.00
	3312501	03/31/2025	HRA	8.10
	3312501	03/31/2025	FSA	124.57
	3312501	03/31/2025	HRA	201.98
	3312501	03/31/2025	HRA	10.00
	3312501	03/31/2025	HRA	5.00
	3312501	03/31/2025	HRA	6.46
	3312501	03/31/2025	HRA	362.84
	3312501	03/31/2025	HRA	340.31
	3312501	03/31/2025	HRA	574.43
	3312501	03/31/2025	HRA	75.78
	3312501	03/31/2025	HRA	35.00

Payee	Check Number	Check Issue Date	Description	Amount
	3312501	03/31/2025	HRA	127.00
	3312501	03/31/2025	HRA	397.23
	3312501	03/31/2025	HRA	6.59
	3312501	03/31/2025	HRA	401.50
	3312501	03/31/2025	HRA	842.77
	3312501	03/31/2025	HRA	3.96
	3312501	03/31/2025	HRA	34.94
	3312501	03/31/2025	HRA	44.99
	3312501	03/31/2025	FSA	30.00
	3312501	03/31/2025	HRA	24.48
	3312501	03/31/2025	HRA	235.05
	3312501	03/31/2025	HRA	261.56
	3312501	03/31/2025	FSA	56.79
	3312501	03/31/2025	HRA	496.46
	3312501	03/31/2025	HRA	157.00
	3312501	03/31/2025	HRA	74.40
	3312501	03/31/2025	HRA	5.00
	3312501	03/31/2025	HRA	13.07-
	3312501	03/31/2025	HRA	27.00-
	3312501	03/31/2025	HRA	10.00
	3312501	03/31/2025	HRA	33.84
	3312501	03/31/2025	HRA	810.00
	3312501	03/31/2025	HRA	44.60
	3312501	03/31/2025	HRA	20.00
	3312501	03/31/2025	HRA	35.00
	3312501	03/31/2025	HRA	1,289.00
	3312501	03/31/2025	HRA	35.00
	3312501	03/31/2025	HRA	6.29
	3312501	03/31/2025	FSA	307.52
	3312501	03/31/2025	HRA	11.58
	3312501	03/31/2025	HRA	35.00
	3312502	03/31/2025	HRA	10.00
	3312502	03/31/2025	HRA	10.00
	3312502	03/31/2025	HRA	126.00
	3312502	03/31/2025	HRA2	18.48
Total CHARD SNYDER & ASSOCIATES:				21,290.91
<b>CLARK PEST CONTROL</b>				
	92254	03/06/2025	2/25/25 SERVICE	339.00
Total CLARK PEST CONTROL:				339.00
<b>CORE AND MAIN LP</b>				
	92255	03/06/2025	NITRILE GLOVES (XL)	932.89
	92255	03/06/2025	NITRILE GLOVES (L)	932.89
Total CORE AND MAIN LP:				1,865.78
<b>CORELOGIC INFORMATION SOLUTIONS, IN</b>				
	92306	03/20/2025	FEB2025 MONTHLY BILLING	537.32
Total CORELOGIC INFORMATION SOLUTIONS, IN:				537.32
<b>COUNTY OF NEVADA</b>				
	92307	03/20/2025	NV COUNTY CERTIFICATE OF COMPLIANCE	923.56

Payee	Check Number	Check Issue Date	Description	Amount
Total COUNTY OF NEVADA:				923.56
<b>CWEA</b>				
	92308	03/20/2025	MEMBERSHIP	239.00
Total CWEA:				239.00
<b>DC FROST ASSOCIATES INC</b>				
	92309	03/20/2025	MANHOLE AND INSPECTION COVER	6,313.27
	92309	03/20/2025	GASKET	1,716.48
Total DC FROST ASSOCIATES INC:				8,029.75
<b>DELL COMPUTER CORP. C/O DELL USA L.</b>				
	92256	03/06/2025	EXCHANGE LICENSE	83.44
	92256	03/06/2025	COPILOT LICENSES	2,090.85
	92310	03/20/2025	EXCHANGE ONLINE P1 GCC	77.48
Total DELL COMPUTER CORP. C/O DELL USA L.:				2,251.77
<b>DONNER CENTER, LLC</b>				
	92311	03/20/2025	BACK SERVICE CREDIT	302.81
Total DONNER CENTER, LLC:				302.81
<b>DXP ENTERPRISES INC</b>				
	92312	03/20/2025	AIRTECH FILTER	615.87
Total DXP ENTERPRISES INC:				615.87
<b>E&amp;M ELECTRIC</b>				
	92313	03/20/2025	SIEMENS SUPPORT YEAR 1	3,230.77
Total E&M ELECTRIC:				3,230.77
<b>EMPIRE SOUTHWEST, LLC</b>				
	92257	03/06/2025	HOLDER	15.20
	92314	03/20/2025	ELEMENTS, FILTERS, OIL	596.37
	92314	03/20/2025	ELEMENTS, FILTERS, AIR CLEANER	458.15
	92314	03/20/2025	PLIERS	138.20
	92314	03/20/2025	PLUGS, HOSE, CLAMP	183.92
Total EMPIRE SOUTHWEST, LLC:				1,391.84
<b>FISHER SCIENTIFIC COMPANY</b>				
	92258	03/06/2025	PLASTIC PH STRIPS	52.44
	92258	03/06/2025	PH TEST STRIPS	34.29
	92258	03/06/2025	PH TEST PAPER	18.17
Total FISHER SCIENTIFIC COMPANY:				104.90
<b>FRANK OLSEN COMPANY</b>				
	92315	03/20/2025	REDVALVE	2,390.42
Total FRANK OLSEN COMPANY:				2,390.42

Payee	Check Number	Check Issue Date	Description	Amount
<b>GALLAGHER BENEFIT SERVICES INC</b>				
	92316	03/20/2025	JAN 2025 CLASS/ COMP STUDY	2,730.00
Total GALLAGHER BENEFIT SERVICES INC:				2,730.00
<b>GOBLE SAMPSON ASSOCIATES</b>				
	92317	03/20/2025	ENDLESS SCREENING BAGS	484.00
Total GOBLE SAMPSON ASSOCIATES:				484.00
<b>GRAINGER INC., W.W.</b>				
	92154	03/19/2025	CABLE TIES	135.60- V
	92154	03/19/2025	CABLE TIES	85.13- V
	92154	03/19/2025	CABLE TIES	28.79- V
	92154	03/19/2025	CABLE TIES	442.43- V
	92154	03/19/2025	RETURNED CABLE TIES	368.69 V
	92154	03/19/2025	LACQUER THINNER	316.95- V
	92154	03/19/2025	ABSORBENT PADS	178.07- V
	92154	03/19/2025	WIRE ROPE U-BOLT	12.28- V
	92154	03/19/2025	WIRE ROPE	18.16- V
	92154	03/19/2025	DIPPED GLOVES	34.83- V
	92154	03/19/2025	EAR MUFFS	85.37- V
	92259	03/06/2025	V-BELT	80.72
	92259	03/06/2025	SEALANT	146.12
	92259	03/06/2025	AAA BATTERIES	14.37
	92259	03/06/2025	AA BATTERIES	13.89
	92259	03/06/2025	SOLENOID	47.71
	92259	03/06/2025	LED BULB	858.78
	92259	03/06/2025	LAMPHOLDER	211.58
	92259	03/06/2025	SAFETY SWITCH	211.29
	92259	03/06/2025	FLANGE GASKET	144.73
	92259	03/06/2025	CEILING PLATE FOR TV	91.72
	92259	03/06/2025	ACTUATOR	597.49
	92294	03/19/2025	CABLE TIES	135.60
	92294	03/19/2025	CABLE TIES	85.13
	92294	03/19/2025	CABLE TIES	28.79
	92294	03/19/2025	CABLE TIES	442.43
	92294	03/19/2025	RETURNED CABLE TIES	368.69-
	92294	03/19/2025	LACQUER THINNER	316.95
	92294	03/19/2025	ABSORBENT PADS	178.07
	92294	03/19/2025	WIRE ROPE U-BOLT	12.28
	92294	03/19/2025	WIRE ROPE	18.16
	92294	03/19/2025	DIPPED GLOVES	34.83
	92294	03/19/2025	EAR MUFFS	85.37
	92318	03/20/2025	TANKLESS WATER HEATER	197.00
	92318	03/20/2025	HANGING BOX KIT	37.89
	92318	03/20/2025	MULTIBIT SCREWDRIVER	42.90
	92318	03/20/2025	SAFETY SWITCH	366.30
	92318	03/20/2025	SOLENOID VALVE	1,186.09
	92318	03/20/2025	PAPER TOWELS	288.59
	92318	03/20/2025	PAPER TOWELS	167.91
	92318	03/20/2025	HAND SANITIZER	171.59
	92318	03/20/2025	DRYER SHEETS	74.34
	92318	03/20/2025	NAPKINS	250.89
	92318	03/20/2025	DRUM LOCKING RANGE	70.10



Payee	Check Number	Check Issue Date	Description	Amount
Total GRAINGER INC., W.W.:				5,272.00
<b>HACH CHEMICAL COMPANY</b>				
	92260	03/06/2025	MEMBRANE REPLACEMENT KIT	439.43
	92260	03/06/2025	SENSOR	2,634.50
	92319	03/20/2025	SULFURIC ACID	160.09
	92319	03/20/2025	SODIUM SULFATE	63.90
	92319	03/20/2025	STABLCAL AMPULE KIT	526.22
Total HACH CHEMICAL COMPANY:				3,824.14
<b>HUNT &amp; SONS INC.</b>				
	92261	03/06/2025	WINTER DIESEL	7,907.08
	92320	03/20/2025	INVOICED FOR WRONG QTY	4,811.19
	92320	03/20/2025	CREDIT FOR INVOICE 368214	4,811.19-
	92320	03/20/2025	ON-ROAD DIESEL FUEL	667.88
Total HUNT & SONS INC.:				8,574.96
<b>J.W. WELDING SUPPLY</b>				
	92262	03/06/2025	CYLINDER RENTAL	16.95
	92262	03/06/2025	CYLINDER RENTAL	61.95
	92262	03/06/2025	CYLINDER RENTALS	126.95
Total J.W. WELDING SUPPLY:				205.85
<b>JAMES TOBIN FUCHS</b>				
	92263	03/06/2025	REIMBURSE FOR EMPLOYEE BOOTS	250.00
Total JAMES TOBIN FUCHS:				250.00
<b>JOHNSON CONTROLS FIRE PROTECTION LP</b>				
	92264	03/06/2025	INTERNAL PIPE OBSTRUCTIN INSPECTION	5,618.93
	92264	03/06/2025	BACKFLOW REPLACEMENT	1,322.28
Total JOHNSON CONTROLS FIRE PROTECTION LP:				6,941.21
<b>LHOIST NORTH AMERICA</b>				
	92321	03/20/2025	24.6 TONS HYDRATED LIME DEL 2/21	9,639.02
Total LHOIST NORTH AMERICA:				9,639.02
<b>LIBERTY UTILITIES</b>				
	92322	03/20/2025	1/22-2/21/25 ELECTRIC	40.53
	92322	03/20/2025	1/24-2/25/25 ELECTRIC	58.08
	92322	03/20/2025	1/24-2/24/25 ELECTRIC	39.56
	92322	03/20/2025	1/24-2/24/25 ELECTRIC	40.89
	92322	03/20/2025	1/22-2/21/25 ELECTRIC	49.64
Total LIBERTY UTILITIES:				228.70
<b>LIFE TECHNOLOGIES</b>				
	92265	03/06/2025	AMBER GLASS BOTTLES	218.06
	92323	03/20/2025	WASH BOTTLES	151.11
	92323	03/20/2025	ASCORBIC ACID	74.49

Payee	Check Number	Check Issue Date	Description	Amount
Total LIFE TECHNOLOGIES:				443.66
LINDE GAS AND EQUIP INC				
	92266	03/06/2025	CYLINDER RENTALS	133.83
Total LINDE GAS AND EQUIP INC:				133.83
LOGICALLY				
	92324	03/20/2025	MARCH 2025 MONTHLY BILLING	3,825.67
Total LOGICALLY:				3,825.67
MCMASTER-CARR				
	92267	03/06/2025	BEARING BAR	467.08
	92267	03/06/2025	DIVERTING VALVE FOR DRINKING WATER	174.26
Total MCMASTER-CARR:				641.34
MILLIPORE SIGMA/SIGMA ALDRICH				
	92268	03/06/2025	CHLORINE TEST STRIPS	280.24
Total MILLIPORE SIGMA/SIGMA ALDRICH:				280.24
MOUNTAIN HARDWARE				
	92269	03/06/2025	RAC 5 & RAC 5 TIP	108.48
	92269	03/06/2025	PROPANE	125.68
	92325	03/20/2025	FAUCET SUPPLIES	70.64
	92325	03/20/2025	PAINT SUUPLIES	89.19
Total MOUNTAIN HARDWARE:				393.99
NAPA- SIERRA				
	92270	03/06/2025	TRUCK LITE	46.55
	92270	03/06/2025	LUBRICANTS	204.45
	92270	03/06/2025	AIR FILTER	19.36
	92270	03/06/2025	SILVER DRILLBIT SET	222.29
Total NAPA- SIERRA:				492.65
OFFICE DEPOT				
	92271	03/06/2025	BLACK TONER	145.30
	92271	03/06/2025	COLOR TONER	2,031.03
Total OFFICE DEPOT:				2,176.33
ONE MONROE				
	92326	03/20/2025	WHITE WIRE	447.51
	92326	03/20/2025	BROWN WIRE	434.00
	92326	03/20/2025	ORANGE WIRE	217.00
	92326	03/20/2025	YELLOW WIRE	325.50
	92326	03/20/2025	WHITE WIRE	151.90
	92326	03/20/2025	GREEN WIRE	151.90
	92326	03/20/2025	GREEN WIRE	83.30
Total ONE MONROE:				1,811.11

Payee	Check Number	Check Issue Date	Description	Amount
<b>O'REILLY AUTO PARTS</b>				
	92327	03/20/2025	MOTOR OIL	99.78
Total O'REILLY AUTO PARTS:				99.78
<b>PACIFIC OFFICE AUTOMATION</b>				
	92272	03/06/2025	2/28-3/28/25 MONTHLY BILLING	67.74
	92328	03/20/2025	3/3-4/3/25 MONTHLY BILLING	199.87
Total PACIFIC OFFICE AUTOMATION:				267.61
<b>PAYMENTUS CORP</b>				
	92329	03/20/2025	FEB 2025 TRANSACTION FEES	25.50
Total PAYMENTUS CORP:				25.50
<b>PETTY CASH</b>				
	92351	03/27/2025	THANKSGIVING DESSERTS	148.50
	92351	03/27/2025	POSTAGE	10.51
	92351	03/27/2025	W2'S	59.66
	92351	03/27/2025	BIG GAP	17.34
	92351	03/27/2025	DONUTS	75.80
	92351	03/27/2025	DONUTS	75.80
Total PETTY CASH:				387.61
<b>PINNACLE TOWERS INC.</b>				
	92273	03/06/2025	MARCH 2025 TOWER RENTAL	886.86
Total PINNACLE TOWERS INC.:				886.86
<b>PLACER COUNTY</b>				
	92330	03/20/2025	TTSA/CEQA NOE	50.00
Total PLACER COUNTY:				50.00
<b>PLATT ELECTRIC COMPANY</b>				
	92274	03/06/2025	CONDUIT	99.93
	92274	03/06/2025	CONDUIT	1,148.29
	92274	03/06/2025	COUPLING	923.68
	92274	03/06/2025	CONNECTOR	331.39
	92274	03/06/2025	CONNECTOR	28.65
	92274	03/06/2025	NIPPLE	53.02
	92274	03/06/2025	BUSHING	86.33
	92274	03/06/2025	CONNECTOR	117.65
	92274	03/06/2025	COUPLING	930.41
	92274	03/06/2025	COUPLING	823.44
	92331	03/20/2025	OUTLET BOX	46.49
	92331	03/20/2025	OUTLET BOX	30.77
	92331	03/20/2025	WEATHERPROOF BOX	32.88
	92331	03/20/2025	SWITCHBOX	18.33
	92331	03/20/2025	COVER PLATE	4.34
	92331	03/20/2025	NIPPLE	36.98
	92331	03/20/2025	EMT COUPLING	20.07
	92331	03/20/2025	CONDUIT NIPPLE	15.41
	92331	03/20/2025	CONDUIT BODY	31.48
	92331	03/20/2025	CONDUIT NIPPLE	153.33

Payee	Check Number	Check Issue Date	Description	Amount
	92331	03/20/2025	CONDUIT NIPPLE	12.47
	92331	03/20/2025	PVC COATED RECEIPT	1,744.99
	92331	03/20/2025	CREDITS FOR INVOICES 5V94863 AND 5W25404	172.99-
	92331	03/20/2025	PLUG	70.18
	92331	03/20/2025	CONDUIT COVER	101.50
Total PLATT ELECTRIC COMPANY:				6,689.02
<b>QUADIENT POSTAGE FUNDING</b>				
	92275	03/06/2025	POSTAGE FEB 2025	1,979.08
	92275	03/06/2025	POSTAGE CREDIT	35.00-
Total QUADIENT POSTAGE FUNDING:				1,944.08
<b>RED WING BUSINESS ADVANTAGE ACCOUNT</b>				
	92332	03/20/2025	EMPLOYEE BOOTS	233.85
	92332	03/20/2025	EMPLOYEE BOOTS	250.00
	92332	03/20/2025	EMPLOYEE BOOTS	161.03
	92332	03/20/2025	EMPLOYEE BOOTS	230.05
	92332	03/20/2025	EMPLOYEE BOOTS	214.36
Total RED WING BUSINESS ADVANTAGE ACCOUNT:				1,089.29
<b>REMEL,INC.</b>				
	92333	03/20/2025	CULTI LOOPS	188.17
Total REMEL,INC.:				188.17
<b>REXEL</b>				
	92334	03/20/2025	MINIATURE LED LAMP, INDICATOR	529.13
Total REXEL:				529.13
<b>ROCKWELL SOLUTIONS</b>				
	92276	03/06/2025	BAR CUTTER	1,902.63
	92276	03/06/2025	SEAL	132.37
	92276	03/06/2025	SEAL	54.25
	92276	03/06/2025	CUTTER NUT	116.10
Total ROCKWELL SOLUTIONS:				2,205.35
<b>ROY SMITH COMPANY</b>				
	92277	03/06/2025	4918 GAL LIQUID OXYGEN DEL 2/11	9,786.82
	92277	03/06/2025	2467 GAL LIQUID OXYGEN	4,909.33
	92277	03/06/2025	2302 GAL LIQUID OXYGEN	4,580.98
	92277	03/06/2025	4923 GAL LIQUID OXYGEN	9,796.77
	92335	03/20/2025	3055 GAL LIQUID OXYGEN DEL 2/27	6,079.45
	92335	03/20/2025	3656 GAL LIQUID OXYGEN DEL 3/7	7,275.44
	92335	03/20/2025	1189 GAL LIQUID OXYGEN DEL 3/7	2,366.11
Total ROY SMITH COMPANY:				44,794.90
<b>RYAN HERCO PRODUCTS CORP.</b>				
	92278	03/06/2025	BALL VALVE	619.61
Total RYAN HERCO PRODUCTS CORP.:				619.61

Payee	Check Number	Check Issue Date	Description	Amount
<b>SECURITAS TECHNOLOGY CORPORATION</b>				
	92279	03/06/2025	GATE MONITORING SERVICE 2/1-4/30/25	283.50
Total SECURITAS TECHNOLOGY CORPORATION:				283.50
<b>SGS SILVER STATE LAB</b>				
	92280	03/06/2025	LAB TESTING	927.00
	92280	03/06/2025	LAB TESTING	369.00
	92280	03/06/2025	LAB TESTING	435.00
	92280	03/06/2025	LAB TESTING	1,320.00
	92336	03/20/2025	LAB TESTING	3,595.00
Total SGS SILVER STATE LAB:				6,646.00
<b>SHAW HR CONSULTING INC</b>				
	92337	03/20/2025	2/3-3/4/25 CONSULTING SERVICES	792.00
Total SHAW HR CONSULTING INC:				792.00
<b>SHRED-IT USA</b>				
	92281	03/06/2025	2/5 & 2/19 SERVICE	181.56
Total SHRED-IT USA:				181.56
<b>SIERRA ELECTRONICS</b>				
	92338	03/20/2025	APRIL 2025 TOWER RENTAL	160.00
Total SIERRA ELECTRONICS:				160.00
<b>SOUTHWEST GAS CORP.</b>				
	92339	03/20/2025	2/1-3/4/25 GAS	5,057.94
	92339	03/20/2025	2/1-3/4/25 GAS	9,723.67
Total SOUTHWEST GAS CORP.:				14,781.61
<b>TAHOE TRUCKEE DISPOSAL</b>				
	92340	03/20/2025	FEB 2025 RECYCLING	1,476.15
	92340	03/20/2025	FEB 2025 SLUDGE	2,350.12
	92340	03/20/2025	FEB 2025 CENTRIFUGE	17,455.43
Total TAHOE TRUCKEE DISPOSAL:				21,281.70
<b>THATCHER COMPANY OF NV, INC</b>				
	92282	03/06/2025	7007.564 GAL METHANOL DEL 2/18	16,662.42
Total THATCHER COMPANY OF NV, INC:				16,662.42
<b>TRUCKEE DONNER PUD</b>				
	92283	03/06/2025	1/15-2/17/25 ELECTRIC	13,640.02
	92283	03/06/2025	1/15-2/17/25 ELECTRIC	122,760.19
	92283	03/06/2025	1/15-2/17/25 WATER	17.28
	92283	03/06/2025	1/15-2/17/25 WATER	155.47
	92283	03/06/2025	1/15-2/17/25 ELECTRIC	82.40
	92283	03/06/2025	1/15-2/17/25 ELECTRIC	100.86
	92283	03/06/2025	1/15-2/17/25 ELECTRIC	41.47

Payee	Check Number	Check Issue Date	Description	Amount
Total TRUCKEE DONNER PUD:				136,797.69
U.S. BANK CM-9690				
	92341	03/20/2025	ADMINISTRATIVE FEES FOR BONDS 02.01.25-01.31.26	2,750.00
Total U.S. BANK CM-9690:				2,750.00
U.S. BANK CARD DIVISION				
	3182501	03/18/2025	Battery	16.68
	3182501	03/18/2025	Headset	297.25
	3182501	03/18/2025	Breakroom Supplies	77.77
	3182501	03/18/2025	Board Room Audio Mixer	194.22
	3182501	03/18/2025	Desk Check In Book	93.26
	3182501	03/18/2025	Gasket	86.30
	3182501	03/18/2025	Batteries	621.00
	3182501	03/18/2025	Monthly Fee	16.26
	3182501	03/18/2025	Fiber Optic	68.34
	3182501	03/18/2025	Caps	112.40
	3182501	03/18/2025	Dewatering Super Sacks	1,009.04
	3182501	03/18/2025	Headset	64.02
	3182501	03/18/2025	Filters	224.61
	3182501	03/18/2025	Bearings	485.79
	3182501	03/18/2025	Board Room Audio Upgrade	6,062.86
	3182501	03/18/2025	Board Room Projector	3,254.99
	3182501	03/18/2025	Projector Mount	130.15
	3182501	03/18/2025	Monthly Fee	537.32
	3182501	03/18/2025	Stock Supplies	108.46
	3182501	03/18/2025	Conference	2,423.00
	3182501	03/18/2025	Conference	2,715.00
	3182501	03/18/2025	Conference	905.00
	3182501	03/18/2025	Conference Credit	239.00-
	3182501	03/18/2025	Shipping	67.50
	3182501	03/18/2025	Shipping	82.56
	3182501	03/18/2025	Shipping	55.37
	3182501	03/18/2025	Board Snacks	96.37
	3182501	03/18/2025	Drinks	58.69
	3182501	03/18/2025	Monthly Fee	842.93
	3182501	03/18/2025	Box Cover	4.65
	3182501	03/18/2025	Buckets	59.45
	3182501	03/18/2025	Buckets	43.18
	3182501	03/18/2025	Monthly Fee	487.03
	3182501	03/18/2025	Monthly Fee	6.64
	3182501	03/18/2025	Fire Hoses	2,659.81
	3182501	03/18/2025	Lamps	497.00
	3182501	03/18/2025	Lights	144.00
	3182501	03/18/2025	Yearly Fee	325.48
	3182501	03/18/2025	Stock Supplies	142.03
	3182501	03/18/2025	Online Courses	1,398.25
	3182501	03/18/2025	Lunch	257.96
	3182501	03/18/2025	Lunch	257.96
	3182501	03/18/2025	Membership	383.00
	3182501	03/18/2025	Michelle Classes	700.00
	3182501	03/18/2025	Network Materials	25.32
	3182501	03/18/2025	Gloves	334.11
	3182501	03/18/2025	Fleet emissions compliance fee	.93
	3182501	03/18/2025	Fleet emissions compliance fee	31.18

Payee	Check Number	Check Issue Date	Description	Amount
	3182501	03/18/2025	Monthly Fee	1,740.00
	3182501	03/18/2025	Subscriptions	2,174.00
	3182501	03/18/2025	Lab Supplies	2,736.37
	3182501	03/18/2025	Breakroom Supplies	41.60
	3182501	03/18/2025	Party Supplies	22.51
	3182501	03/18/2025	Dewatering Bags	148.41
	3182501	03/18/2025	Lab Supplies	158.40
	3182501	03/18/2025	Emissions Testing	195.00
	3182501	03/18/2025	Shoring Pump	1,535.11
	3182501	03/18/2025	Yearly Fee	10.00
	3182501	03/18/2025	Nameplates	28.89
	3182501	03/18/2025	Lights	228.97
	3182501	03/18/2025	Board Supplies	97.38
	3182501	03/18/2025	Conference	1,011.57
Total U.S. BANK CARD DIVISION:				38,354.33
ULINE				
	92284	03/06/2025	PAINT MARKERS	55.83
	92342	03/20/2025	SORBENT PADS	204.18
Total ULINE:				260.01
UNIFIRST CORPORATION				
	92285	03/06/2025	UNIFORMS	27.85
	92285	03/06/2025	UNIFORMS	131.73
	92285	03/06/2025	UNIFORMS	72.52
	92285	03/06/2025	UNIFORMS	213.44
	92285	03/06/2025	UNIFORMS	44.77
	92343	03/20/2025	UNIFORMS	27.85
	92343	03/20/2025	UNIFORMS	261.94
	92343	03/20/2025	UNIFORMS	72.52
	92343	03/20/2025	UNIFORMS	213.44
	92343	03/20/2025	UNIFOMRS	44.77
	92343	03/20/2025	TOWELS	15.11
	92343	03/20/2025	UNIFORMS	27.85
	92343	03/20/2025	UNIFORMS	129.59
	92343	03/20/2025	UNIFORMS	72.52
	92343	03/20/2025	UNIFORMS	213.44
	92343	03/20/2025	UNIFORMS	44.77
	92343	03/20/2025	UNIFORMS	27.85
	92343	03/20/2025	UNIFORMS	129.59
	92343	03/20/2025	UNIFORMS	57.85
	92343	03/20/2025	UNIFORMS	213.44
	92343	03/20/2025	TOWELS	15.11
	92343	03/20/2025	UNIFORMS	44.77
	92343	03/20/2025	UNIFORM CREDIT	217.56-
Total UNIFIRST CORPORATION:				1,885.16
UNIVAR USA INC.				
	92286	03/06/2025	4690.321 GAL SODIUM HYPO	14,356.07
	92344	03/20/2025	4795.721 GAL SOD HYPO DEL	14,678.67
Total UNIVAR USA INC.:				29,034.74

Payee	Check Number	Check Issue Date	Description	Amount
<b>USA BLUE BOOK</b>				
	92287	03/06/2025	FLOAT SWITCH	457.63
	92287	03/06/2025	SUCTION HOSE	208.35
Total USA BLUE BOOK:				665.98
<b>USDA FOREST SERVICE</b>				
	92349	03/26/2025	TRI REHAB PERMIT	6,897.36
Total USDA FOREST SERVICE:				6,897.36
<b>VWR SCIENTIFIC INC</b>				
	92288	03/06/2025	KWIK-STIK 2 PACK ATCC 35032	167.80
	92345	03/20/2025	VWR FUNNEL GLASS 300ML REPLC	152.80
	92345	03/20/2025	NANO TIMER	183.71
	92345	03/20/2025	VWR NITRITE-NITROGEN 1000 UG/ML 125ML	113.68
	92345	03/20/2025	VWR GLOVES NITRILE 200EXAM MEDIUM PK 200	372.85
	92345	03/20/2025	BDH BUFFER REF STD PH7 YELLOW 500ML	173.78
Total VWR SCIENTIFIC INC:				1,164.62
<b>WECO INDUSTRIES LLC</b>				
	92350	03/26/2025	HOSE	879.48
	92350	03/26/2025	1" 316 STAINLESS STEEL BALL VALVE	1,442.48
	92350	03/26/2025	O-RING GASKET FOR 20-IN PIPE	81.01
Total WECO INDUSTRIES LLC:				2,402.97
<b>WESTERN ENV. TESTING LAB.</b>				
	92289	03/06/2025	LAB TESTING	1,699.00
Total WESTERN ENV. TESTING LAB.:				1,699.00
<b>WESTERN NEVADA SUPPLY</b>				
	92290	03/06/2025	NIPPLE	11.72
	92290	03/06/2025	NIPPLE	13.45
	92290	03/06/2025	NIPPLE	13.45
	92290	03/06/2025	NIPPLE	12.37
	92290	03/06/2025	NIPPLE	14.65
	92290	03/06/2025	NIPPLE	18.99
	92290	03/06/2025	NIPPLE	32.53
	92290	03/06/2025	NIPPLE	15.57
	92290	03/06/2025	NIPPLE	15.57
	92290	03/06/2025	NIPPLE	20.24
	92290	03/06/2025	NIPPLE	20.24
	92290	03/06/2025	NIPPLE	29.42
	92290	03/06/2025	NIPPLE	16.22
	92290	03/06/2025	NIPPLE	16.17
	92290	03/06/2025	NIPPLE	19.26
	92290	03/06/2025	NIPPLE	19.26
	92290	03/06/2025	NIPPLE	22.79
	92290	03/06/2025	NIPPLE	22.79
	92290	03/06/2025	NIPPLE	18.99
	92290	03/06/2025	NIPPLE	18.93
	92290	03/06/2025	NIPPLE	24.87
	92290	03/06/2025	NIPPLE	32.55
	92290	03/06/2025	NIPPLE	32.55



Payee	Check Number	Check Issue Date	Description	Amount
	92290	03/06/2025	NIPPLE	12.86
	92290	03/06/2025	NIPPLE	7.36
	92290	03/06/2025	DI CAP	704.53
	92346	03/20/2025	VALVES	921.76
Total WESTERN NEVADA SUPPLY:				2,109.09
<b>WILLDAN FINANCIAL SERVICES</b>				
	92291	03/06/2025	ANNUAL CONTINUING DISCLOSURE INFORMATION STATEMENT PREPARATI	1,675.00
Total WILLDAN FINANCIAL SERVICES:				1,675.00
<b>WORK WORLD</b>				
	92292	03/06/2025	EMPLOYEE BOOTS	168.88
Total WORK WORLD:				168.88
<b>ZORO</b>				
	92347	03/20/2025	CONTROL RELAY	142.13
	92347	03/20/2025	LIGHT METER	130.85
Total ZORO:				272.98
Grand Totals:				645,791.87



# TAHOE-TRUCKEE SANITATION AGENCY

## BOARD OF DIRECTORS MEETING

**To:** Board of Directors

**From:** Vicky Lufrano, Human Resources Administrator

**Meeting Date:** April 16, 2025

**Item:** VI.1.

**Subject:** Presentation and Acceptance of the Gallagher Classification and Compensation Study.

---

**Background:**

At the August 16, 2023 Board meeting, the Request for Proposal (RFP) process was approved by the Board of Directors. At the September 2023 Board meeting, Koff & Associates (now known as Gallagher) was chosen to perform the classification and compensation study.

Throughout the study, the following items were accomplished:

- Staff completed Position Description Questionnaires (PDQ's) and participated in PDQ interviews.
- A list of comparable agencies was chosen by the Board of Directors at the March 2024 meeting. The list included Grade V Wastewater Treatment Plants (WWTP) in California, several of TTSA's member agencies, and local WWTP's. *Mainly, the Grade V plants were chosen, as the previous class/comp study resulted in several benchmark classifications lacking enough viable data in order to calculate market placement, since the positions are specific to the wastewater industry.*
- Five (5) additional benefits were chosen by the Board of Directors and TTSA's Observation Group, to be surveyed by Gallagher. Those include:
  - COLA (already included in study)
  - Longevity Pay
  - Retiree Medical
  - Vacation Accrual Schedule (i.e., amounts provided at multiple years of service)
  - Employee and employer cost sharing for medical, dental and vision
  - Employer/Employee cost sharing/EPMC related to classic retirement tier
- Benchmark positions to be surveyed by Gallagher, were chosen.
- Cost of Living/Cost of Labor information was received from Gallagher.
- The General Manager held staff meetings to discuss a benefits survey for staff, to help employees rank benefits based on importance, as it relates to total compensation. Human Resources prepared and received results from the survey. *Staff did not desire benefit changes, except COLA calculation.*
- Gallagher representatives attended the May Board meeting virtually, and answered questions related to the cost of living/cost of labor information they provided, per the request of the Board at the April 2024 Board of Directors meeting. *The Board opted to use unadjusted total compensation data.*
- Classification descriptions have incorporated changes suggested by Gallagher and from staff.

**Recommendation:**

Management and Staff Recommend the acceptance of the Gallagher Classification and Compensation Study.

**Fiscal Impact:**

None.

**Review Tracking:**

*Vicky Lufrano*

Submitted By:

\_\_\_\_\_  
Vicky Lufrano  
Human Resources Administrator

*Richard Pallante*

Approved By:

\_\_\_\_\_  
Richard Pallante  
General Manager

**Attachments:**

1. Gallagher's Total Compensation Study Final Report
2. Gallagher's Additional Classification and Compensation Services (Comprehensive Report)

March 17, 2025

# TOTAL COMPENSATION STUDY FINAL REPORT

Tahoe-Truckee Sanitation Agency



**Gallagher**

Insurance | Risk Management | Consulting

Formerly Koff & Associates

March 17, 2025

Vicky Lufrano  
Human Resources Administrator  
Tahoe-Truckee Sanitation Agency  
13720 Butterfield Dr.  
Truckee, CA 96161

Dear Ms. Lufrano:

Gallagher is pleased to present the Total Compensation Study Final Report to the Tahoe-Truckee Sanitation Agency. This report documents the market compensation survey methodology, findings, and recommendations for implementation.

We would like to thank you for your assistance and cooperation without which this study could not have been brought to its successful completion.

We will be glad to answer any questions or clarify any points as you are implementing the findings and recommendations. It was a pleasure working with Tahoe-Truckee Sanitation Agency and we look forward to future opportunities to provide you with professional assistance.

Very truly yours,



Georg Krammer  
Managing Director

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# Executive Summary

## Background

In December 2023, Gallagher was retained to conduct a comprehensive Total Compensation Study for Tahoe-Truckee Sanitation Agency (TTSA). All compensation findings and recommendations are presented in this report.

This compensation review process was precipitated by:

- The concern of the Board of Directors and management that employees should be recognized for the level and scope of work performed and that they are paid on a fair and competitive basis that allows TTSA to recruit and retain a high-quality staff;
- The desire to have a compensation plan that can meet the needs of TTSA; and
- The desire to ensure that internal relationships of salaries are based upon objective, non-quantitative evaluation factors, resulting in equity across TTSA.

The goals of the compensation study are to assist TTSA in developing a competitive pay and benefit plan, which is based upon market data, and to ensure that the plan is fiscally responsible and meets the needs of TTSA with regards to recruitment and retention of qualified staff.

This report, findings and recommendations are based on the direction of TTSA's Board of Directors to consider the market median of the labor market that was unadjusted for cost of labor differences of the twelve comparator agencies surveyed in comparison to TTSA.

## Summary of Findings

This report summarizes the study methodology, analytical tools, and the total compensation (salary and benefits) survey findings. Based on the labor market that was unadjusted for cost of labor, the results of the total compensation study showed:

- TTSA's **base salaries, overall, in comparison to the unadjusted market median are 23.4% below the market.**
- TTSA's **total compensation, overall, in comparison to the unadjusted market median is 17.1% below the market.**
- When we compare TTSA's **base salaries and total compensation**, overall to the **adjusted market median**, which accounts for differences in regional pay practices and more closely reflects TTSA's labor market, these figures are 9.7% and 5.9% below the market median, respectively.
- TTSA's **benefits package** puts TTSA in a more competitive position compared to the market and, therefore, salary decisions should be based on total compensation versus base salary market results.
- Gallagher considers a classification falling within 5% of the median to be competitive.

## Study Process

### Benchmark Classifications

The study included 50 classifications and of those, 31 classifications were selected in order to collect salary and benefits data within the defined labor market. Classifications that we would expect to provide a sufficient sample for analysis were selected as "benchmarks" to use as the basis to build the compensation plan. Benchmark classifications are those classifications that are compared to the market, and these classifications are used as a



means of anchoring TTSA's overall compensation plan to the market. Other classifications not surveyed will be included in the compensation plan and aligned to the benchmark classifications using internal equity principles.

**Table 1. Benchmark Classification**

Classification Title	
1. Accounting Assistant II (Accounting Technician I)	2. Accounting Supervisor
3. Administrative Assistant II (new)	4. Associate Engineer
5. Chemist III	6. Chief Financial Officer/Risk Manager (Finance and Administrative Department Manager)
7. Chief Plant Operator	8. CMMS-GIS Technician
9. Customer Service Specialist II	10. Electrical and Instrumentation Supervisor
11. Electrical and Instrumentation Technician III	12. Executive Assistant-Board Clerk
13. General Manager	14. Human Resources Administrator
15. Information Technology Specialist II (Information Technology Specialist)	16. Information Technology Supervisor
17. Inventory Control Specialist	18. Laboratory Director
19. Laboratory Technician (new)	20. Maintenance Department Manager
21. Maintenance Mechanic III	22. Maintenance Supervisor
23. Operations Department Manager	24. Operations Supervisor
25. Operator II	26. Operator III
27. Purchasing Agent II	28. Safety and Compliance Officer (Safety Officer)
29. SCADA Specialist II (new)	30. Senior Engineer
31. Technical Services Department Manager	

## Comparator Agencies

Another important step in conducting a market salary study is the determination of appropriate agencies for comparison. In developing the list of potential comparator agencies, Gallagher first started with agencies that TTSA has historically used in compensation studies. Other agencies were then added to the potential list of comparator agencies based on the following factors:

- 1. Organizational type and structure** – It is generally recommended that agencies of a similar size and providing similar services to that of TTSA be used as comparators.

When it comes to technical classes, the size of an organization is not as critical, as these classes perform fairly similar work. The difference in size of an organization becomes more important when comparing classes at the management level. The scope of work and responsibility for management becomes much larger as an organization grows. Factors such as management of a large staff, consequence of error, the political nature of the job, and its visibility all grow with larger organizations. When it is difficult to find agencies that are similarly sized, it is important to get a good balance of smaller and larger agencies.

- 2. Similarity of population, staff, and operational budgets** – These elements provide guidelines in relation to resources required (staff and funding) and available for the provision of services.

3. **Scope of services provided** – For the majority of classifications, it is important to select agencies providing similar services. Organizations providing the same services are ideal for comparators and most comparator agencies surveyed provide similar services to TTSA.
4. **Labor market and geographic location** – Today's labor market reality is that many agencies are in competition for the same pool of qualified employees because large portions of the workforce do not live in the communities they serve, are accustomed to lengthy commutes, and are more likely to consider changing jobs in a larger geographic area than in the past. Furthermore, by selecting employers within a geographic proximity to TTSA, the resulting labor market data generally reflects the region's cost of living, housing costs, growth rate, and other demographic characteristics to the same extent as competing employers to TTSA. Therefore, the geographic labor market area where TTSA may be recruiting from or losing employees to, was taken into consideration when selecting comparator agencies.

Following Gallagher's initial analysis and ranking of comparator agencies based on the aforementioned factors/analysis of similarity to TTSA, Gallagher presented the preliminary results to TTSA's leadership and the Observation Group for review and discussion. During this meeting, concerns were raised related to overall comparability of TTSA's wastewater treatment plant operations, and the complexities of a Grade V Treatment Plant as compared to lower-level plants with only primary and/or secondary treatment processes. Further, examples of successful recruitment efforts of employees to/from TTSA from/to agencies outside of the region were provided to support the notion that TTSA's labor market extends beyond its immediate geographic region. Following this meeting, Gallagher staff worked to revise the initial comparator analysis while TTSA simultaneously worked on their own analysis which included data related to treatment plant grade, design flow, and other nuances of each potential comparator related to TTSA's core services and relative likeness.

TTSA agreed to the following twelve (12) agencies following extensive analysis and collaborative efforts of both Gallagher and TTSA leadership and the employee Observation Group.

**Table 2. Comparator Agencies**

Agency	
1. Central Marin Sanitation Agency	2. Delta Diablo Sanitation District
3. Fairfield Suisun Sewer District	4. Monterey One Water
5. Napa Sanitation District	6. North Tahoe Public Utility District
7. Oro Loma Sanitary District	8. Silicon Valley Clean Water
9. South Tahoe Public Utility District	10. Thoe City Public Utility District
11. Truckee Sanitary District	12. Union Sanitary District

## Cost of Labor/Living

Gallagher recommended that cost of labor differentials be applied for agencies with a cost of labor difference of 5% (rounded) or more from that of TTSA to normalize differences in regional pay practices. At the direction of TTSA's Board of Directors, Gallagher also assessed differences in cost of living. Figures for both cost of labor and cost of living, in relation to TTSA, are provided in Table 3 below.

The cost of labor reflects differences in pay or compensation for work performed in a given geographic location, whereas the cost of living reflects differences in costs to a consumer in a given geographic location. Cost of labor differentials are based on differences in the supply and demand of labor in each of TTSA's labor market agencies as compared to that of TTSA. For example, the cost of labor in the City of San Lorenzo (headquarters location for Oro Loma Sanitary District) is 17.7% more than the City of Truckee (headquarters location for TTSA), so Gallagher recommends adjusting salaries for Oro Loma Sanitary Agency down by 17.7% to reflect TTSA's cost of labor. The

differentials are based on data from the Economic Research Institute (ERI). An in-depth explanation of ERI's cost of labor methodology is included in Appendix VI.

**Table 3. Cost of Labor and Cost of Living Differentials**

Agency	Cost of Labor Differential	Cost of Living Differential
Central Marin Sanitation Agency	21.6%	26.8%
Delta Diablo Sanitation District	15.2%	8.8%
Fairfield Suisun Sewer District	13.5%	2.2%
Monterey One Water	11.7%	18.2%
Napa Sanitation District	10.5%	8.1%
North Tahoe Public Utility District	-2.7%	-0.1%
Oro Loma Sanitary District	7.7%	11.9%
Silicon Valley Clean Water	25.3%	32.1%
South Tahoe Public Utility District	6.3%	-1.1%
Thoe City Public Utility District	-2.7%	-0.1%
Truckee Sanitary District	0.0%	0.0%
Union Sanitary District	18.3%	20.7%

## Salary and Benefits Data

The last element requiring discussion prior to beginning a market survey is the specific benefit data that will be collected and analyzed. The following salary and benefits data was collected for each benchmark classification (the cost of these benefits to each agency was converted into dollar amounts and can be found in Appendix II [Benefit Detail] of this report; these amounts were added to base salaries for total compensation purposes).

### 1. Monthly Base Salary

The top of the salary range and/or control point. All figures are presented on a monthly basis.

### 2. Employee Retirement

The retirement reflects the benefits offered to the majority of the employees:

- **PERS Formula:** The service retirement formula for each agency's PEPRA plan.
- **Employer Paid Member Contribution:** The amount of the employee's contribution to PERS that is paid by the employer (Employer Paid Member Contribution).
- **Social Security:** If an employer participates in Social Security, then the employer contribution of 6.2% of the base salary up to the federally-determined maximum contribution of \$871.10 per month was reported in 2024.
- **Other:** Any other retirement contributions made by the employer.

### 3. Deferred Compensation

Deferred compensation contributions provided to all employees of a classification with or without requiring the employee to make a contribution is reported.

### 4. Insurances

The employer paid premiums for an employee with family coverage was reported. The employer paid insurances included:

- Cafeteria/Flexible Benefit Plan
- Medical
- Dental
- Vision
- Other

## 5. Leaves

Other than sick leave, which is usage-based, the number of hours off for which the employer is obligated. All hours have been translated into direct salary costs.

- **Vacation:** The number of paid time off (or vacation) hours available to all employees who have completed five years of employment.
- **Holidays:** The number of holiday hours (including floating hours) available to employees.
- **Administrative:** Administrative (or management) leave is normally the number of paid leave hours available to Fair Labor Standards Act (“FLSA”) Exempt and/or management to reward for extraordinary effort (in lieu of overtime). This leave category may also include personal leave which may be available to augment vacation or other time off.

## 6. Auto Allowance

This category includes either the provision of an auto allowance or the provision of an auto for personal use only. If a vehicle is provided to any classification for commuting and other personal use, the average monthly rate is estimated at \$450. Mileage reimbursement is not included.

## 7. Other

This category includes any additional other benefits not captured above available to all in the class.

All of the benefit elements are negotiated benefits provided to all employees in the classification. As such, they represent an ongoing cost for which an agency must budget. Other benefit costs, such as sick leave, tuition reimbursement, and reimbursable mileage are usage-based and cannot be quantified on an individual employee basis.

## 8. Additional Benefits

TTSA requested that Gallagher collect additional benefits from the comparator group. The cost of these additional benefits was not factored into the total compensation calculations and is instead detailed in Appendix V of this report; these supplemental benefits and premium pay practices include:

- Employee and employer cost sharing for medical, dental and vision;
- Employee and employer cost sharing/EPMC provisions as they relate to the Classic retirement plan;
- Longevity pay;
- Retiree medical;
- Vacation accrual schedule;

## Data Collection

Data was collected during the months of April and May 2024, through comparator agency websites, conversations with human resources, accounting, and/or finance personnel, and careful review of agency documentation such as classification descriptions, memoranda of understanding, organization charts, and other documents.

## Matching Methodology

Gallagher believes that the data collection step is the most critical for maintaining the overall credibility of any study and relied on TTSA's classification descriptions as the foundation for comparison.

When Gallagher researches and collects data from the comparator agencies to identify possible matches for each of the benchmark classifications, there is an assumption that comparable matches may not be made that are 100% equivalent to the classifications at TTSA. Therefore, Gallagher does not match based upon job titles, which can often be misleading, but rather analyzes class descriptions before a comparable match is determined.

Gallagher's methodology is to analyze each class description and the whole position by evaluating factors such as:

- Definition and typical job functions;
- Distinguishing characteristics;
- Level within a class series (i.e., entry, experienced, journey, specialist, lead, etc.);
- Reporting relationship structure (for example, manages through lower-level staff);
- Education and experience requirements;
- Knowledge, abilities, and skills required to perform the work;
- The scope and complexity of the work;
- Independence of action/responsibility;
- The authority delegated to make decisions and take action;
- The responsibility for the work of others, program administration, and for budget dollars;
- Problem solving/ingenuity;
- Contacts with others (both inside and outside of the organization);
- Consequences of action and decisions; and
- Working conditions.

In order for a match to be included, Gallagher requires that a classification's "likeness" be at approximately 70% of the matched classification.

When an appropriate match is not identified for one classification, Gallagher often uses "hybrids" which can be functional or represent a span in scope of responsibility. A functional hybrid means that the job of one classification at TTSA is performed by two or more classifications at a comparator agency. A "hybrid" representing a span in scope means that the comparator agency has one class that is "bigger" in scope and responsibility and one class that is "smaller," where TTSA's class falls in the middle.

If an appropriate match could not be found, then no match was reported as a non-comparable (N/C).

## Data Spreadsheets

For each benchmark classification, there are three information pages:

- Top Monthly Base Salary and Total Compensation Data
  - One sheet is sorted by top monthly unadjusted salaries, one sheet is sorted by top monthly salaries adjusted for differences in cost of labor, and a third sheet is sorted by top monthly salaries adjusted for differences in cost of living.
  - One sheet is sorted by total monthly unadjusted total comp, one sheet is sorted by total monthly adjusted for differences in cost of labor, and a third sheet is sorted by total monthly adjusted for differences in cost of living.
- Benefit Detail (Monthly Equivalent Values unadjusted, adjusted for cost of labor, and adjusted for cost of living)

The average (mean), median (midpoint), and 75<sup>th</sup> percentile of the comparator agencies are reported on the top monthly salary and total compensation data spreadsheets. The % above or below that TTSA is compared to the average, median, and 75<sup>th</sup> percentile is also reported for each set of data (unadjusted, adjusted for cost of labor, and adjusted for cost of living).

The mean is the sum of the comparator agencies' salaries/total compensation divided by the number of matches. The median is the midpoint of all data with 50% of data points below and 50% of data points above. The 75<sup>th</sup> percentile is the upper quartile of all data with 75% of data points below and 25% of data points above.

In order to calculate the mean, median, and 75<sup>th</sup> percentiles, Gallagher requires that there be a minimum of four (4) comparator agencies with matching classifications to the benchmark classification. The reason for requiring a minimum of four matches is so that no one classification has undue influence on the calculations. Sufficient data was collected from the comparator agencies for 27 of the 31 benchmark classifications.

When using survey data to make salary range recommendations and adjustments, Gallagher recommends using the median, rather than the mean, because the median is not skewed by extremely high or low salary values. Further, in line with best practice, Gallagher recommends utilizing salaries adjusted for differences in cost of labor in order to normalize data from the comparator agencies outside of TTSA's immediate geographic location. At the direction of TTSA's Board of Directors, the following recommendations will be based off of the unadjusted market median figures.

## Market Compensation Findings

The following table represents a summary of the market top monthly (base) salary and total compensation (base salary plus benefits [retirement, insurance, leaves, and allowances]) findings. For each benchmark classification, the number of matches (agencies with a comparable position) and percent above or below the top monthly salary market median and total compensation market median is listed. The table is sorted by top monthly salary in descending order from the most positive percentile (above market) to the most negative (below market).

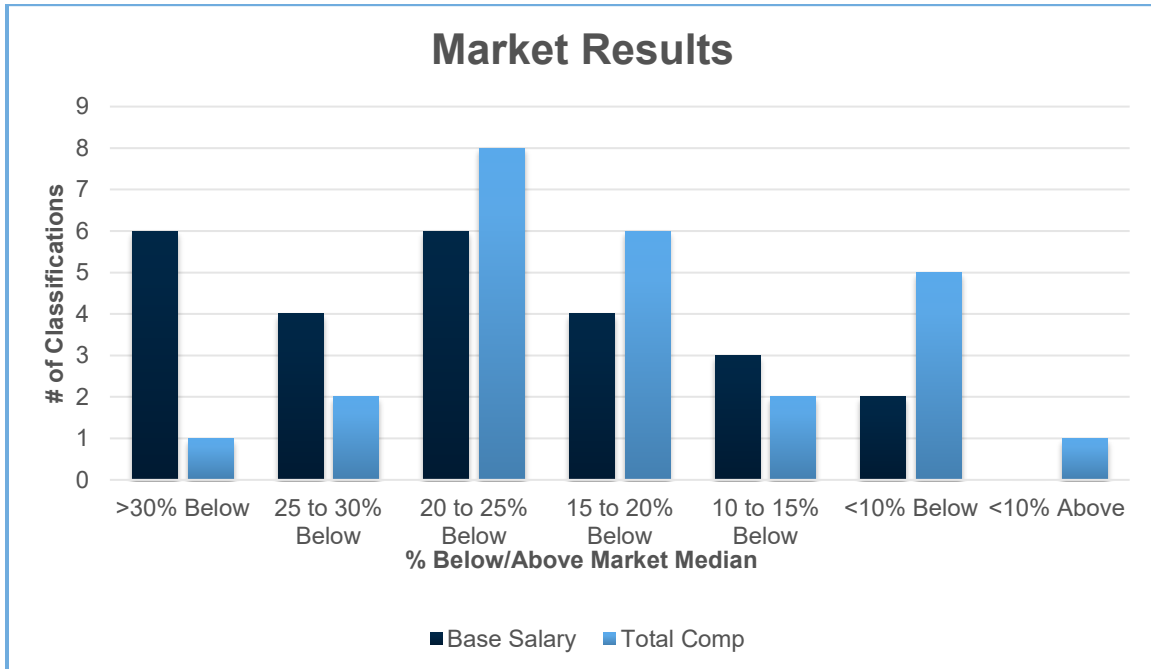
**Table 4. Market Compensation Results Summary**

Classification Title	# of Matches	Top Monthly % Above or Below	Total Compensation % Above or Below
Electrical and Instrumentation Supervisor	5	-0.7	2.7
Electrical and Instrumentation Technician III	11	-1.6	-3.5
Safety and Compliance Officer (Safety Officer)	5	-13.9	-6.2
Maintenance Supervisor	8	-14.1	-15.3
Senior Engineer	12	-14.3	-4.0
Technical Services Department Manager	5	-15.3	-22.9
Inventory Control Specialist	4	-16.8	-7.0
Information Technology Supervisor	6	-17.2	-16.0
Human Resources Administrator	8	-17.5	-13.3
Finance and Administrative Department Manager	10	-20.2	-16.4
General Manager	11	-20.7	-16.3
Executive Assistant-Board Clerk	7	-21.3	-20.4
Maintenance Department Manager	6	-21.9	-21.7
Maintenance Mechanic III	9	-23.9	-14.1

Classification Title	# of Matches	Top Monthly % Above or Below	Total Compensation % Above or Below
Operations Department Manager	4	-24.9	-25.0
Laboratory Director	7	-25.4	-16.8
Chief Plant Operator	7	-27.6	-22.7
Customer Service Specialist II	8	-27.7	-9.6
Operations Supervisor	9	-28.6	-25.6
Associate Engineer	11	-30.3	-21.3
Chemist III	9	-34.9	-20.6
Operator III	8	-35.5	-23.0
Operator II	9	-36.9	-26.9
Accounting Assistant II (Accounting Technician I)	6	-38.1	-17.3
Accounting Supervisor	6	-56.3	-45.5
Administrative Assistant II	9	N/A	N/A
Laboratory Technician	4	N/A	N/A

The classifications of CMMS-GIS Technician, Information Technology Specialist II, Purchasing Agent II, and SCADA Specialist II were also surveyed as part of this study but yielded less than four (4) comparable market matches, resulting in insufficient data from which to make market comparisons/meaningful analysis.

## Base Salary & Total Comp Market Results



Base salary market results show that all classifications are paid below the unadjusted market median.

# of Classifications	<10%	10-15%	15-20%	20-25%	25-30%	>30%	Total
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Below the Market Median	2	3	4	6	4	6	25
Above the Market Median	0	0	0	0	0	0	0

Total compensation market results show that twenty-four classifications are paid below the unadjusted market median and one classification is paid above the unadjusted market median.

# of Classifications	<10%	10-15%	15-20%	20-25%	25-30%	>30%	Total
Below the Market Median	5	2	6	8	2	1	24
Above the Market Median	1	0	0	0	0	0	1

Generally, a classification falling within 5% of the median is considered to be competitive in the labor market for salary survey purposes because of the differences in compensation policy, actual scope of work, and position requirements. However, TTSA can adopt a different standard.

Overall, the differences between unadjusted market base salaries and total compensation indicate that TTSA's benefits package puts TTSA at a more competitive advantage. Further analysis indicates that, on average, classifications are 23.4% below the market median for base salaries, while that figure changes to 17.1% below the market median for total compensation, which is a 6.3% difference (i.e., TTSA "gains" a 6.3% competitive advantage when taking benefits into consideration).

## Benefits

The market benefits data reveals the major contributing factors that give TTSA a competitive advantage are TTSA's contribution toward employee health insurance and paid time off for exempt classifications.

Health Insurance. Market data indicates that the average monthly employer contribution toward health insurance premiums for all employees including represented, non-represented, management, and executive-level employees is \$2,600.34/month, excluding TTSA. For the comparator agencies included in this study, Gallagher did not observe difference in employer contribution for health insurance between staff, management, and executive classifications; all employees at each of the comparator agencies receive the same contribution. TTSA's current 2024 contribution of \$3,417.10 is \$816.76 per month more than, or 23.9% above, the market average. Table 5 below summarizes all agency health insurance contributions.

**Table 5. Monthly Employer Health Insurance Contributions**

Agency	Monthly Health Insurance Contribution
Tahoe-Truckee Sanitation Agency	\$3,417.10
Central Marin Sanitation Agency	\$2,655.67
Delta Diablo Sanitation District	\$2,655.67
Fairfield Suisun Sewer District	\$2,655.67
Monterey One Water	\$2,431.03
Napa Sanitation District	\$2,655.67
North Tahoe Public Utility District	\$2,636.80
Oro Loma Sanitary District	\$2,655.67
Silicon Valley Clean Water	\$2,538.04
South Tahoe Public Utility District	\$2,389.27
Tahoe City Public Utility District	\$2,378.53



Agency	Monthly Health Insurance Contribution
Truckee Sanitary District	\$2,378.53
Union Sanitary District	\$3,173.55

Vacation/PTO. Another benefit that puts TTSA in a favorable position when compared to the market is TTSA's annual vacation leave, specifically for FLSA exempt employees. Vacation leave was collected at the accrual rate corresponding to an employee who has completed five (5) years of employment (beginning 6<sup>th</sup> year). Market data indicates that the average annual hours of vacation for the comparator group, excluding TTSA is 126 hours for represented/staff employees, 130 hours for management/unrepresented employees, and 160 hours for executive employees. TTSA's 120 hours for non-exempt and 240 hours for exempt employees provides substantially more hours of vacation annually (for exempt employees) than the comparator market.

**Table 6. Annual Vacation Hours**

Comparator Agency	Vacation Hours (Represented/Staff)	Vacation hours (Management/Unrep.)	Vacation Hours (Executive//GM)
Tahoe-Truckee Sanitation Agency	120 FLSA Non-Exempt EEs	240 FLSA Exempt EEs	240 FLSA Exempt EEs
Central Marin Sanitation Agency	120	120	120
Delta Diablo Sanitation District	128	128	128
Fairfield Suisun Sewer District	120	120	120
Monterey One Water	120	120	160
Napa Sanitation District	120	120	120
North Tahoe Public Utility District	120	128	160
Oro Loma Sanitary District	120	120	200
Silicon Valley Clean Water	120	160	160
South Tahoe Public Utility District	120	120	176
Tahoe City Public Utility District	176	176	176
Truckee Sanitary District	128	128	240
Union Sanitary District	120	120	N/A for study

While the preceding provides some insight into those benefits which most positively impact TTSA's market competitiveness, Gallagher recommends a careful review and analysis of all of the benefits data.

## Internal Salary Relationships

Building from the salary levels established for identified benchmark classes, internal salary relationships were developed and consistently applied in order to develop specific salary recommendations for all non-benchmarked classifications.

In the future, TTSA may need to utilize internal alignment practices if the number of staff grows and additional classifications are added or classifications change. While analyzing internal relationships, the same factors analyzed when comparing TTSA's classifications to the labor market are used when making internal salary alignment recommendations.

In addition, the following are standard human resources practices that are commonly applied when making salary recommendations based upon internal relationships:

- A salary within 5% of the market average or median is considered to be competitive in the labor market for salary survey purposes because of the differences in compensation policy and actual scope of the position and its requirements. However, TTSA can adopt a closer standard.
- Certain internal percentages are often applied. Those that are the most common are:
  - The differential between a trainee and experienced (or journey) class in a series (I/II or Trainee/Experienced) is generally 10% to 15%;
  - A lead or advanced journey-level (III or Senior-level) class is generally placed 10% to 15% above the journey-level.
  - A full supervisory class is normally placed at least 10% to 25% above the highest level supervised, depending upon the breadth and scope of supervision.
- When a market or internal equity adjustment is granted to one class in a series, the other classes in the series are also adjusted accordingly to maintain internal equity.

Internal equity between certain levels of classifications is a fundamental factor to be considered when making salary decisions. When conducting a market compensation survey, results can often show that certain classifications that are aligned with each other are not the same in the outside labor market. However, as an organization, careful consideration should be given to these alignments because they represent internal value of classifications within job families, as well as across the organization.

For the purposes of this study, Gallagher utilized market data to develop the salary recommendations for nineteen (19) of the benchmarked classifications and used internal equity principles to make the salary recommendations for the remaining twelve (12) benchmark classifications and nineteen (19) non-benchmark classifications. For the non-benchmarked classifications, internal alignments with other classifications will need to be considered, either in the same class series or those classifications that have similar scope of work, level of responsibility, and “worth” to TTSA. Where it is difficult to ascertain internal relationships due to unique qualifications and responsibilities, reliance can be placed on past internal relationships. It is important for TTSA management to carefully review these internal relationships and determine if they are still appropriate given the current market data.

It is also important to analyze market data and internal relationships within class series as well as across the organization, and make adjustments to salary range placements, as necessary, based on the needs of the organization.

TTSA may want to make internal equity adjustments or alignments, as it implements the compensation strategy. This market survey is only a tool to be used by TTSA to determine market indexing and salary determination.

## Recommendations

### Pay Philosophy

TTSA has many options regarding what type of compensation plan it wants to implement. This decision will be based on what TTSA’s pay philosophy is, at which level it desires to pay its employees compared to the market, whether it is going to consider additional alternative compensation programs, and how great the competition is with other agencies over recruitment of a highly-qualified workforce.

## Proposed Salary Structure

Currently, TTSA has a salary structure with ranges that are approximately 2.5% apart from one another. Each salary range has six steps with 5% between each step. It is recommended that TTSA maintain a similar salary structure. Appendix III contains the current salary range structure.

It is important to note that the salary range structure connects all salary ranges, and their steps, by formula, thereby allowing for COLAs to be applied to only one-dollar figure in the table/matrix, which then automatically updates the entire table. Due to the formula that connects each range to the next (with 2.5% differentials between each range), there is a compounding effect when drawing relationships that span several ranges. For example, with 2.5% differentials between ranges, four ranges should represent a 10% differential. However, because the compounding effect of 2.5%, on top of 2.5%, on top of 2.5%, and so on, the differential between Range 1 and Range 5 is not exactly 10%, but it is slightly greater.

## Proposed Salary Range Placements

Appendix IV illustrates the proposed salary range placement for each classification based on the market data as well as the internal relationship analysis. The recommendations are based on the unadjusted total compensation market results. The following calculation was used:

1. TTSA's current top monthly salary was multiplied by the percentage difference between TTSA's total compensation and the total compensation market median to calculate the Market Placement Salary.
2. Each benchmark classification was then placed within the proposed salary range with a Step 6 salary closest to, but not under, the Market Placement Salary. Gallagher's typical approach is to place the top of the range at the salary closest to the Market Placement Salary which could be slightly above or slightly below depending on the Market Placement Salary and salary structure design. At the request of TTSA, Gallagher adjusted recommended range placements for all classifications in which the proposed salary range was slightly below the Market Placement Salary so that all recommendations are either at, or slightly above, the Market Placement Salary.

Gallagher also modified the current internal alignment in certain instances where it seemed warranted based on market-supported groupings and/or compaction issues.

For all classifications, this primary implementation procedure must be completed only at the initial time of implementation. In the future, if TTSA decides to implement annual across-the-board cost of living adjustment increases, only the salary schedule that was developed and included herein needs to be increased by the appropriate percentage, and each individual salary range will move up with this adjustment. This will ensure that the internal salary relationships are preserved, and the salary schedule remains structured and easily administered.

## Options for Implementation

While TTSA may be interested in bringing all salaries to the market median, in most cases this goal may not be reached with a single adjustment. In this case, one option is to move employees into the salary range that is recommended for each class based on this market study and to the step within the new range that is closest to their current compensation. If employees' current salaries are significantly below market so that their current compensation falls below the bottom of the newly recommended range, then larger adjustments would be needed to move those employees at least to the bottom of the new salary range.

Another option is to use a phased implementation approach. Normally, if the compensation implementation program must be carried over months or years, the classes that are farthest from the market median should receive the greatest equity increase (separate from any cost-of-living increase). If a class falls within 5% of the market median, it would be logical to make no equity adjustment in the first round of changes. However, if a class is more than 5% (or

in this case, more than 20%) below the market median, a higher percentage change may be initially warranted to reduce the disparity.

For example, if the TTSA decided to implement the recommendations over a three-year period, then the following guidelines could be applied for the initial increase of the three-year implementation plan:

**Table 7. Three-Year Implementation Proposal**

Market Disparity	% Increase
0 to 4.99%	0 to 2.49%
5.0% to 9.99%	2.5% to 4.99%
10.0% to 14.99%	5.0% to 7.49%
15.0% to 19.99%	7.5% to 9.99%
20.0% and above	10.0%

The initial first year adjustment would provide a portion of the equity increase and place the class into the closest step (but not below) where they are now. Subsequent increases would be spaced on a similar schedule (at annual intervals) based upon the remaining disparity after each adjustment.

Please note that typically, for those classes that had a market disparity of 0 to 4.99%, we recommend a 0% increase in the first year and an adjustment in the second year. Depending upon TTSA's financial situation, which will have to be reviewed before each further adjustment is made, all market disparity adjustments are intended to be completed by the third year. TTSA may also consider a similar implementation plan over a longer period of time, like a five-year implementation plan.

TTSA may spend additional time to go through a process of deliberation and decision-making as to what compensation philosophy it should implement to attract, motivate, and retain a high-quality workforce. However, TTSA may want to consider adjusting those classifications' salaries that are currently below the market median as soon as possible, assuming that incumbents' performance meets TTSA's level of expectation.

When classifications are over market, Gallagher typically recommends Y-rating employees whose current pay exceeds the maximum of the recommended range until the market numbers "catch up" with their current salary. To Y-rate an employee means to keep the employee's salary frozen and to provide no salary increases (including no cost-of-living adjustments) until the employee's current salary is within the recommended salary range. This will result in no immediate loss of income but will delay any future increases until the incumbent's salary is within the salary range.

However, since no classifications are recommended for a negative salary adjustment, y-rating will not be necessary.

## Using the Market Data as a Tool

Gallagher would like to reiterate that this report and the findings are meant to be a tool for TTSA to create and implement an equitable compensation plan. Compensation strategies are designed to attract and retain excellent staff; however, financial realities and TTSA's expectations may also come into play when determining appropriate compensation philosophies and strategies. The collected data presented herein represents a market survey that will give TTSA an instrument to make future compensation decisions.

It has been a pleasure working with TTSA on this critical project. Please do not hesitate to contact us if we can provide any additional information or clarification regarding this report.

Respectfully submitted by,

**Gallagher, Formerly Koff & Associates**

Very truly yours,



Georg Krammer  
Managing Director

# Appendix I

## Results Summary

Tahoe Truckee Sanitation Agency  
Results Summary - Top Monthly Salary (All)  
May 2024

Classification	Unadjusted Top Monthly Salary Data							Adjusted Cost of Labor Salary Data							Adjusted Cost of Living Salary Data							
	TTSA Top Monthly Salary	Average of Comparators	% above or below	Median of Comparators	% above or below	75th Percentile	% above or below	TTSA Top Monthly Salary	Average of Comparators	% above or below	Median of Comparators	% above or below	75th Percentile	% above or below	TTSA Top Monthly Salary	Average of Comparators	% above or below	Median of Comparators	% above or below	75th Percentile	% above or below	# of Matches
Accounting Assistant (Accounting Technician I)	\$ 5,880	\$ 7,800	-32.6%	\$ 8,120	-38.1%	8,293	-41.0%	\$ 5,880	\$ 7,101	-20.8%	\$ 7,216	-22.7%	7,463	-26.9%	\$ 5,880	\$ 7,079	-20.4%	\$ 7,330	-24.7%	7,413	-26.1%	6
Accounting Supervisor	\$ 7,930	\$ 11,940	-50.6%	\$ 12,396	-56.3%	13,173	-66.1%	\$ 7,930	\$ 11,182	-41.0%	\$ 11,467	-44.6%	11,968	-50.9%	\$ 7,930	\$ 11,561	-45.8%	\$ 11,988	-51.2%	12,574	-58.6%	6
Administrative Assistant (new)	proposed	\$ 8,406	proposed	\$ 7,884	proposed	9,247	proposed	proposed	\$ 7,489	proposed	\$ 7,015	proposed	8,360	proposed	proposed	\$ 7,429	proposed	\$ 7,246	proposed	8,038	proposed	9
Associate Engineer	\$ 10,966	\$ 13,944	-27.2%	\$ 14,284	-30.3%	14,653	-33.6%	\$ 10,966	\$ 12,423	-13.3%	\$ 12,434	-13.4%	12,967	-18.2%	\$ 10,966	\$ 12,558	-14.5%	\$ 12,765	-16.4%	13,033	-18.8%	11
Chemist III	\$ 8,545	\$ 11,240	-31.5%	\$ 11,527	-34.9%	11,802	-38.1%	\$ 8,545	\$ 9,710	-13.6%	\$ 9,887	-15.7%	10,394	-21.6%	\$ 8,545	\$ 9,881	-15.6%	\$ 9,343	-9.3%	10,848	-27.0%	9
Chief Plant Operator	\$ 12,736	\$ 16,028	-25.8%	\$ 16,246	-27.6%	17,685	-38.9%	\$ 12,736	\$ 13,950	-9.5%	\$ 14,681	-15.3%	14,779	-16.0%	\$ 12,736	\$ 14,111	-10.8%	\$ 14,932	-17.2%	15,234	-19.6%	7
CMMS-GIS Technician	\$ 8,009	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 8,009	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 8,009	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	3
Customer Service Specialist II	\$ 6,496	\$ 8,141	-25.3%	\$ 8,298	-27.7%	8,788	-35.3%	\$ 6,496	\$ 7,595	-16.9%	\$ 7,797	-20.0%	8,474	-30.4%	\$ 6,496	\$ 7,602	-17.0%	\$ 7,665	-18.0%	8,603	-32.4%	8
Electrical and Instrumentation Supervisor	\$ 12,736	\$ 13,370	-5.0%	\$ 12,828	-0.7%	14,458	-13.5%	\$ 12,736	\$ 12,188	4.3%	\$ 12,381	2.8%	12,671	0.5%	\$ 12,736	\$ 12,825	-0.7%	\$ 12,404	2.6%	13,328	-4.6%	5
Electrical and Instrumentation Technician III	\$ 10,433	\$ 11,069	-6.1%	\$ 10,603	-1.6%	12,238	-17.3%	\$ 10,433	\$ 9,844	5.6%	\$ 9,731	6.7%	10,622	-1.8%	\$ 10,433	\$ 9,953	4.6%	\$ 9,751	6.5%	10,568	-1.3%	11
Executive Assistant-Board Clerk	\$ 9,302	\$ 11,542	-24.1%	\$ 11,280	-21.3%	12,465	-34.0%	\$ 9,302	\$ 10,533	-13.2%	\$ 10,129	-8.9%	11,149	-19.9%	\$ 9,302	\$ 10,607	-14.0%	\$ 10,354	-11.3%	10,726	-15.3%	7
Finance and Administrative Department Manager	\$ 15,704	\$ 19,818	-26.2%	\$ 18,883	-20.2%	20,157	-28.4%	\$ 15,704	\$ 18,036	-14.8%	\$ 17,264	-9.9%	18,384	-17.1%	\$ 15,704	\$ 18,152	-15.6%	\$ 17,845	-13.6%	19,446	-23.8%	10
General Manager	\$ 21,609	\$ 26,403	-22.2%	\$ 26,091	-20.7%	27,015	-25.0%	\$ 21,609	\$ 23,863	-10.4%	\$ 23,569	-9.1%	24,897	-15.2%	\$ 21,609	\$ 24,114	-11.6%	\$ 24,088	-11.5%	24,897	-15.2%	11
Human Resources Administrator	\$ 12,993	\$ 15,397	-18.5%	\$ 15,268	-17.5%	16,237	-25.0%	\$ 12,993	\$ 14,064	-8.2%	\$ 13,832	-6.5%	14,393	-10.8%	\$ 12,993	\$ 14,265	-9.8%	\$ 14,442	-11.1%	14,925	-14.9%	8
Information Technology Specialist II (Information Technology Specialist)	\$ 10,696	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 10,696	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 10,696	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	2
Information Technology Supervisor	\$ 12,736	\$ 14,336	-12.6%	\$ 14,925	-17.2%	15,454	-21.3%	\$ 12,736	\$ 12,806	-0.5%	\$ 13,138	-3.2%	13,685	-7.4%	\$ 12,736	\$ 12,736	0.0%	\$ 13,058	-2.5%	13,204	-3.7%	6
Inventory Control Specialist	\$ 7,142	\$ 8,563	-19.9%	\$ 8,340	-16.8%	9,423	-31.9%	\$ 7,142	\$ 7,547	-5.7%	\$ 7,345	-2.8%	8,119	-13.7%	\$ 7,142	\$ 7,640	-7.0%	\$ 7,541	-5.6%	8,416	-17.8%	4
Laboratory Director	\$ 12,736	\$ 16,189	-27.1%	\$ 15,977	-25.4%	17,635	-38.5%	\$ 12,736	\$ 13,873	-8.9%	\$ 13,506	-6.0%	14,881	-16.8%	\$ 12,736	\$ 13,963	-9.6%	\$ 14,237	-11.8%	14,987	-17.7%	7
Laboratory Technician (new)	proposed	\$ 7,067	proposed	\$ 7,072	proposed	8,564	proposed	proposed	\$ 6,234	proposed	\$ 6,461	proposed	7,635	proposed	proposed	\$ 6,395	proposed	\$ 6,454	proposed	7,542	proposed	4
Maintenance Department Manager	\$ 15,317	\$ 18,942	-23.7%	\$ 18,676	-21.9%	21,945	-43.3%	\$ 15,317	\$ 15,961	-4.2%	\$ 16,052	-4.8%	18,026	-17.7%	\$ 15,317	\$ 16,220	-5.9%	\$ 16,575	-8.2%	18,146	-18.5%	6
Maintenance Mechanic III	\$ 8,335	\$ 10,475	-25.7%	\$ 10,324	-23.9%	11,575	-38.9%	\$ 8,335	\$ 9,048	-8.5%	\$ 8,962	-7.5%	9,785	-17.4%	\$ 8,335	\$ 9,195	-10.3%	\$ 9,405	-12.8%	9,590	-15.1%	9
Maintenance Supervisor	\$ 12,736	\$ 14,259	-12.0%	\$ 14,537	-14.1%	14,972	-17.6%	\$ 12,736	\$ 12,378	2.8%	\$ 12,578	1.2%	12,907	-1.3%	\$ 12,736	\$ 12,658	0.6%	\$ 13,047	-2.4%	13,189	-3.6%	8
Operations Department Manager	\$ 15,317	\$ 19,958	-30.3%	\$ 19,127	-24.9%	21,615	-41.1%	\$ 15,317	\$ 17,027	-11.2%	\$ 16,722	-9.2%	18,302	-19.5%	\$ 15,317	\$ 17,268	-12.7%	\$ 18,120	-18.3%	18,800	-22.7%	4
Operations Supervisor	\$ 11,243	\$ 14,227	-26.5%	\$ 14,458	-28.6%	14,719	-30.9%	\$ 11,243	\$ 12,277	-9.2%	\$ 12,478	-11.0%	12,777	-13.6%	\$ 11,243	\$ 12,473	-10.9%	\$ 13,060	-16.2%	13,162	-17.1%	9
Operator II	\$ 7,544	\$ 10,167	-34.8%	\$ 10,324	-36.9%	10,934	-44.9%	\$ 7,544	\$ 8,779	-16.4%	\$ 8,962	-18.8%	9,255	-22.7%	\$ 7,544	\$ 8,917	-18.2%	\$ 8,936	-18.5%	9,489	-25.8%	9
Operator III	\$ 8,335	\$ 11,075	-32.9%	\$ 11,297	-35.5%	11,830	-41.9%	\$ 8,335	\$ 9,666	-16.0%	\$ 9,757	-17.1%	10,200	-22.4%	\$ 8,335	\$ 9,910	-18.9%	\$ 10,154	-21.8%	10,573	-26.9%	8
Purchasing Agent II	\$ 6,496	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 6,496	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 6,496	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	2
Safety and Compliance Officer (Safety Officer)	\$ 11,243	\$ 14,117	-25.6%	\$ 12,808	-13.9%	13,749	-22.3%	\$ 11,243	\$ 11,890	-5.8%	\$ 11,467	-2.0%	11,935	-6.2%	\$ 11,243	\$ 11,762	-4.6%	\$ 10,836	3.6%	12,637	-12.4%	5
SCADA Specialist II (new class)	proposed	Insuff. Data	proposed	Insuff. Data	proposed	Insuff. Data	proposed	proposed	Insuff. Data	proposed	Insuff. Data	proposed	Insuff. Data	proposed	proposed	Insuff. Data	proposed	Insuff. Data	proposed	Insuff. Data	proposed	2
Senior Engineer	\$ 14,072	\$ 15,754	-12.0%	\$ 16,089	-14.3%	16,865	-19.8%	\$ 14,072	\$ 14,189	-0.8%	\$ 14,438	-2.6%	14,774	-5.0%	\$ 14,072	\$ 14,302	-1.6%	\$ 13,990	0.6%	14,741	-4.8%	12
Technical Services Department Manager	\$ 15,317	\$ 19,562	-27.7%	\$ 17,658	-15.3%	21,596	-41.0%	\$ 15,317	\$ 16,690	-9.0%	\$ 15,558	-1.6%	17,760	-15.9%	\$ 15,317	\$ 16,579	-8.2%	\$ 17,032	-11.2%	17,278	-12.8%	5
		AVERAGE:	-24.2%	AVERAGE:	-23.4%				AVERAGE:	-9.8%	AVERAGE:	-9.7%				AVERAGE:	-11.1%	AVERAGE:	-12.0%			
		MEDIAN:	-25.7%	MEDIAN:	-21.9%				MEDIAN:	-9.2%	MEDIAN:	-8.9%				MEDIAN:	-10.8%	MEDIAN:	-11.5%			

Tahoe Truckee Sanitation Agency  
Results Summary - Total Compensation (All)  
May 2024

Classification	Unadjusted Total Compensation Data							Adjusted Cost of Labor Total Compensation Data							Adjusted Cost of Living Total Compensation Data							
	TTSA Total Monthly Comp	Average of Comparators	% above or below	Median of Comparators	% above or below	75th Percentile	% above or below	TTSA Total Monthly Comp	Average of Comparators	% above or below	Median of Comparators	% above or below	75th Percentile	% above or below	TTSA Total Monthly Comp	Average of Comparators	% above or below	Median of Comparators	% above or below	75th Percentile	% above or below	# of Matches
Accounting Assistant (Accounting Technician I)	\$ 10,220	\$ 11,944	-16.9%	\$ 11,993	-17.3%	\$12,578	-23.1%	\$ 10,220	\$ 11,150	-9.1%	\$ 11,163	-9.2%	\$11,681	-14.3%	\$ 10,220	\$ 11,127	-8.9%	\$ 11,464	-12.2%	\$11,658	-14.1%	6
Accounting Supervisor	\$ 12,491	\$ 17,493	-40.0%	\$ 18,178	-45.5%	\$19,249	-54.1%	\$ 12,491	\$ 16,549	-32.5%	\$ 17,320	-38.7%	\$17,642	-41.2%	\$ 12,491	\$ 17,033	-36.4%	\$ 17,551	-40.5%	\$17,985	-44.0%	6
Administrative Assistant (new)	proposed	\$ 12,523	proposed	\$ 12,495	proposed	\$13,704	proposed	proposed	\$ 11,474	proposed	\$ 11,229	proposed	\$12,398	proposed	proposed	\$ 11,409	proposed	\$ 11,719	proposed	\$12,010	proposed	9
Associate Engineer	\$ 15,854	\$ 19,283	-21.6%	\$ 19,225	-21.3%	\$19,489	-22.9%	\$ 15,854	\$ 17,519	-10.5%	\$ 17,465	-10.2%	\$17,975	-13.4%	\$ 15,854	\$ 17,704	-11.7%	\$ 17,365	-9.5%	\$18,589	-17.3%	11
Chemist III	\$ 13,172	\$ 15,756	-19.6%	\$ 15,891	-20.6%	\$17,212	-30.7%	\$ 13,172	\$ 14,017	-6.4%	\$ 13,467	-2.2%	\$15,370	-16.7%	\$ 13,172	\$ 14,227	-8.0%	\$ 13,087	0.7%	\$16,104	-22.3%	9
Chief Plant Operator	\$ 18,999	\$ 21,563	-13.5%	\$ 23,314	-22.7%	\$23,422	-23.3%	\$18,999	\$ 19,174	-0.9%	\$ 19,698	-3.7%	\$20,625	-8.6%	\$ 18,999	\$ 19,369	-1.9%	\$ 19,774	-4.1%	\$21,349	-12.4%	7
CMMS-GIS Technician	\$ 12,579	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 12,579	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 12,579	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	3
Customer Service Specialist II	\$ 10,903	\$ 12,267	-12.5%	\$ 11,948	-9.6%	\$13,421	-23.1%	\$ 10,903	\$ 11,643	-6.8%	\$ 11,687	-7.2%	\$13,027	-19.5%	\$ 10,903	\$ 11,656	-6.9%	\$ 11,583	-6.2%	\$13,122	-20.4%	8
Electrical and Instrumentation Supervisor	\$ 17,815	\$ 18,840	-5.8%	\$ 17,331	2.7%	\$20,672	-16.0%	\$ 17,815	\$ 17,408	2.3%	\$ 16,943	4.9%	\$18,020	-1.2%	\$ 17,815	\$ 18,201	-2.2%	\$ 17,028	4.4%	\$18,797	-5.5%	5
Electrical and Instrumentation Technician III	\$ 15,264	\$ 15,592	-2.1%	\$ 15,805	-3.5%	\$17,158	-12.4%	\$ 15,264	\$ 14,200	7.0%	\$ 14,102	7.6%	\$15,031	1.5%	\$ 15,264	\$ 14,335	6.1%	\$ 14,237	6.7%	\$15,224	0.3%	11
Executive Assistant-Board Clerk	\$ 14,011	\$ 16,898	-20.6%	\$ 16,864	-20.4%	\$17,826	-27.2%	\$ 14,011	\$ 15,702	-12.1%	\$ 15,204	-8.5%	\$16,120	-15.1%	\$ 14,011	\$ 15,829	-13.0%	\$ 14,848	-6.0%	\$16,294	-16.3%	7
Finance and Administrative Department Manager	\$ 22,008	\$ 26,594	-20.8%	\$ 25,620	-16.4%	\$27,854	-26.6%	\$ 22,008	\$ 24,507	-11.4%	\$ 23,844	-8.3%	\$26,089	-18.5%	\$ 22,008	\$ 24,664	-12.1%	\$ 23,842	-8.3%	\$26,614	-20.9%	10
General Manager	\$ 29,340	\$ 35,309	-20.3%	\$ 34,124	-16.3%	\$36,506	-24.4%	\$ 29,340	\$ 32,257	-9.9%	\$ 32,088	-9.4%	\$33,356	-13.7%	\$ 29,340	\$ 32,583	-11.1%	\$ 32,434	-10.5%	\$33,264	-13.4%	11
Human Resources Administrator	\$ 18,849	\$ 21,516	-14.1%	\$ 21,362	-13.3%	\$23,282	-23.5%	\$ 18,849	\$ 19,946	-5.8%	\$ 19,911	-5.6%	\$21,000	-11.4%	\$ 18,849	\$ 20,201	-7.2%	\$ 20,138	-6.8%	\$20,721	-9.9%	8
Information Technology Specialist II (Information Technology Specialist)	\$ 15,555	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 15,555	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 15,555	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	2
Information Technology Supervisor	\$ 17,815	\$ 19,676	-10.4%	\$ 20,658	-16.0%	\$20,884	-17.2%	\$ 17,815	\$ 17,913	-0.6%	\$ 18,510	-3.9%	\$18,554	-4.1%	\$ 17,815	\$ 17,841	-0.1%	\$ 17,894	-0.4%	\$18,532	-4.0%	6
Inventory Control Specialist	\$ 11,618	\$ 12,688	-9.2%	\$ 12,427	-7.0%	\$14,217	-22.4%	\$ 11,618	\$ 11,519	0.9%	\$ 11,256	3.1%	\$12,671	-9.1%	\$ 11,618	\$ 11,640	-0.2%	\$ 11,736	-1.0%	\$13,038	-12.2%	4
Laboratory Director	\$ 18,549	\$ 21,787	-17.5%	\$ 21,660	-16.8%	\$23,697	-27.8%	\$ 18,549	\$ 19,133	-3.1%	\$ 18,866	-1.7%	\$20,573	-10.9%	\$ 18,549	\$ 19,251	-3.8%	\$ 19,310	-4.1%	\$20,944	-12.9%	7
Laboratory Technician (new)	proposed	\$ 10,059	proposed	\$ 10,534	proposed	\$12,335	proposed	proposed	\$ 9,137	proposed	\$ 9,843	proposed	\$11,280	proposed	proposed	\$ 9,343	proposed	\$ 9,846	proposed	\$11,191	proposed	4
Maintenance Department Manager	\$ 21,557	\$ 25,750	-19.4%	\$ 26,226	-21.7%	\$29,064	-34.8%	\$ 21,557	\$ 22,261	-3.3%	\$ 23,198	-7.6%	\$24,597	-14.1%	\$ 21,557	\$ 22,604	-4.9%	\$ 23,670	-9.8%	\$24,837	-15.2%	6
Maintenance Mechanic III	\$ 12,940	\$ 14,882	-15.0%	\$ 14,766	-14.1%	\$16,303	-26.0%	\$ 12,940	\$ 13,258	-2.5%	\$ 13,644	-5.4%	\$14,081	-8.8%	\$ 12,940	\$ 13,441	-3.9%	\$ 13,507	-4.4%	\$14,087	-8.9%	9
Maintenance Supervisor	\$ 17,815	\$ 19,837	-11.4%	\$ 20,547	-15.3%	\$21,841	-22.6%	\$ 17,815	\$ 17,620	1.1%	\$ 18,086	-1.5%	\$18,934	-6.3%	\$ 17,815	\$ 17,987	-1.0%	\$ 18,378	-3.2%	\$18,775	-5.4%	8
Operations Department Manager	\$ 22,007	\$ 27,237	-23.8%	\$ 27,510	-25.0%	\$29,376	-33.5%	\$ 22,007	\$ 23,770	-8.0%	\$ 24,564	-11.6%	\$25,508	-15.9%	\$ 22,007	\$ 24,113	-9.6%	\$ 26,277	-19.4%	\$26,651	-21.1%	4
Operations Supervisor	\$ 16,161	\$ 19,477	-20.5%	\$ 20,304	-25.6%	\$20,775	-28.5%	\$ 16,161	\$ 17,223	-6.6%	\$ 17,719	-9.6%	\$18,452	-14.2%	\$ 16,161	\$ 17,463	-8.1%	\$ 18,275	-13.1%	\$18,724	-15.9%	9
Operator II	\$ 12,064	\$ 14,526	-20.4%	\$ 15,310	-26.9%	\$15,466	-28.2%	\$ 12,064	\$ 12,947	-7.3%	\$ 13,339	-10.6%	\$13,714	-13.7%	\$ 12,064	\$ 13,118	-8.7%	\$ 12,968	-7.5%	\$14,005	-16.1%	9
Operator III	\$ 12,940	\$ 15,590	-20.5%	\$ 15,912	-23.0%	\$16,836	-30.1%	\$ 12,940	\$ 13,983	-8.1%	\$ 14,093	-8.9%	\$15,021	-16.1%	\$ 12,940	\$ 14,276	-10.3%	\$ 14,508	-12.1%	\$15,265	-18.0%	8
Purchasing Agent II	\$ 10,903	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 10,903	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 10,903	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	2
Safety and Compliance Officer (Safety Officer)	\$ 16,161	\$ 19,283	-19.3%	\$ 17,158	-6.2%	\$19,900	-23.1%	\$ 16,161	\$ 16,699	-3.3%	\$ 15,451	4.4%	\$17,656	-9.3%	\$ 16,161	\$ 16,562	-2.5%	\$ 14,877	7.9%	\$18,525	-14.6%	5
SCADA Specialist II (new class)	proposed	Insuff. Data	proposed	Insuff. Data	proposed	Insuff. Data	proposed	proposed	Insuff. Data	proposed	Insuff. Data	proposed	Insuff. Data	proposed	proposed	Insuff. Data	proposed	Insuff. Data	proposed	Insuff. Data	proposed	2
Senior Engineer	\$ 20,106	\$ 21,533	-7.1%	\$ 20,918	-4.0%	\$22,304	-10.9%	\$ 20,106	\$ 19,723	1.9%	\$ 19,285	4.1%	\$21,286	-5.9%	\$ 20,106	\$ 19,877	1.1%	\$ 18,951	5.7%	\$20,843	-3.7%	12
Technical Services Department Manager	\$ 21,557	\$ 26,203	-21.5%	\$ 26,498	-22.9%	\$27,704	-28.5%	\$ 21,557	\$ 22,836	-5.9%	\$ 23,307	-8.1%	\$23,799	-10.4%	\$ 21,557	\$ 22,756	-5.6%	\$ 22,473	-4.2%	\$25,631	-18.9%	5
		AVERAGE:	-17.0%	AVERAGE:	-17.1%				AVERAGE:	-5.6%	AVERAGE:	-5.9%				AVERAGE:	-6.8%	AVERAGE:	-6.3%			
		MEDIAN:	-19.3%	MEDIAN:	-16.8%				MEDIAN:	-5.9%	MEDIAN:	-7.2%				MEDIAN:	-6.9%	MEDIAN:	-6.0%			



## Appendix II

### Market Compensation Findings

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)**  
**May 2024**

**Accounting Assistant (Accounting Technician I)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary					Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living	Benefits Package*	Total Monthly Comp*			
1	Union Sanitary District	Accounting Technician I	\$ 8,987	\$ 7,597	\$ 7,446	\$ 4,426	\$ 13,413	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
3	Oro Loma Sanitary District	Administrative Support Specialist	\$ 8,314	\$ 7,064	\$ 7,430	\$ 4,055	\$ 12,369	6/26/2023	6/24/2024	2.00% - 5.00%
4	Monterey One Water	Accounting Assistant II	\$ 8,230	\$ 7,368	\$ 6,963	\$ 3,387	\$ 11,617	6/25/2023	unknown	unknown
2	Delta Diablo Sanitation District	Account Clerk I	\$ 8,009	\$ 6,952	\$ 7,361	\$ 4,638	\$ 12,647	7/9/2023	7/1/2024	2.00% - 5.00%
5	Tahoe City Public Utility District	Accounting Assistant II	\$ 7,291	\$ 7,494	\$ 7,299	\$ 4,250	\$ 11,541	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
7	North Tahoe Public Utility District	Accounting Technician	\$ 5,966	\$ 6,132	\$ 5,972	\$ 4,107	\$ 10,073	7/9/2023	7/1/2024	2.50% - 4.00%
6	Tahoe Truckee Sanitation	Accounting Assistant (Accounting Technician I)	\$ 5,880	\$ 5,880	\$ 5,880	\$ 4,340	\$ 10,220	9/20/2023	unknown	unknown
8	Central Marin Sanitation Agency	N/C								
9	Fairfield Suisun Sewer District	N/C								
10	Napa Sanitation District	N/C								
11	Silicon Valley Clean Water	N/C								
12	South Tahoe Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 7,800	\$ 7,101	\$ 7,079	\$ 11,944
% Tahoe Truckee Sanitation Agency Above/Below	-32.6%	-20.8%	-20.4%	-16.9%
Median of Comparators	\$ 8,120	\$ 7,216	\$ 7,330	\$ 11,993
% Tahoe Truckee Sanitation Agency Above/Below	-38.1%	-22.7%	-24.7%	-17.3%
75th Percentile	\$ 8,293	\$ 7,463	\$ 7,413	\$ 12,578
% Tahoe Truckee Sanitation Agency Above/Below	-41.0%	-26.9%	-26.1%	-23.1%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Accounting Assistant (Accounting Technician I)	N/C	Account Clerk I	N/C	Accounting Assistant II	N/C	Accounting Technician	Administrative Support Specialist	N/C	N/C	Accounting Assistant II	N/C	Accounting Technician I
	Unadjusted Top Monthly Salary	\$ 5,880		\$ 8,009		\$ 8,230		\$ 5,966	\$ 8,314			\$ 7,291		\$ 8,987
Retirement	PEPRA	2%@62		2%@62		2%@62		2%@62	2%@60			2%@62		2%@62
	Employee Cost Share					\$ -17								
	Social Security			\$ 497				\$ 370				\$ 452		
	Deferred Compensation			\$ 320					\$ 89			\$ 146		\$ 42
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417		\$ 2,656		\$ 2,431		\$ 2,637	\$ 2,656			\$ 2,379		\$ 3,174
	Dental	\$ 207		\$ 211				\$ 135	\$ 150			\$ 125		\$ 144
	Vision			\$ 31				\$ 55	\$ 13			\$ 42		\$ 22
	Other Ins.	\$ 83						\$ 292				\$ 125		
Leaves	Vacation	\$ 339		\$ 493		\$ 475		\$ 344	\$ 480			\$ 617		\$ 518
	Holidays	\$ 294		\$ 431		\$ 499		\$ 275	\$ 512			\$ 365		\$ 527
	Admin Leave													
	Auto													
Benefit Package Total		\$ 4,340	\$ 0	\$ 4,638	\$ 0	\$ 3,387	\$ 0	\$ 4,107	\$ 4,055	\$ 0	\$ 0	\$ 4,250	\$ 0	\$ 4,426

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Accounting Assistant (Accounting Technician I)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary					Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living	Benefits Package*	Total Monthly Comp*			
1	Union Sanitary District	Accounting Technician I	\$ 8,987	\$ 7,597	\$ 7,446	\$ 4,426	\$ 13,413	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
2	Delta Diablo Sanitation District	Account Clerk I	\$ 8,009	\$ 6,952	\$ 7,361	\$ 4,638	\$ 12,647	7/9/2023	7/1/2024	2.00% - 5.00%
3	Oro Loma Sanitary District	Administrative Support Specialist	\$ 8,314	\$ 7,064	\$ 7,430	\$ 4,055	\$ 12,369	6/26/2023	6/24/2024	2.00% - 5.00%
4	Monterey One Water	Accounting Assistant II	\$ 8,230	\$ 7,368	\$ 6,963	\$ 3,387	\$ 11,617	6/25/2023	unknown	unknown
5	Tahoe City Public Utility District	Accounting Assistant II	\$ 7,291	\$ 7,494	\$ 7,299	\$ 4,250	\$ 11,541	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
6	Tahoe Truckee Sanitation	Accounting Assistant (Accounting Technician I)	\$ 5,880	\$ 5,880	\$ 5,880	\$ 4,340	\$ 10,220	9/20/2023	unknown	unknown
7	North Tahoe Public Utility District	Accounting Technician	\$ 5,966	\$ 6,132	\$ 5,972	\$ 4,107	\$ 10,073	7/9/2023	7/1/2024	2.50% - 4.00%
8	Central Marin Sanitation Agency	N/C								
9	Fairfield Suisun Sewer District	N/C								
10	Napa Sanitation District	N/C								
11	Silicon Valley Clean Water	N/C								
12	South Tahoe Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 7,800	\$ 7,101	\$ 7,079	\$ 11,944
% Tahoe Truckee Sanitation Agency Above/Below	-32.6%	-20.8%	-20.4%	-16.9%
Median of Comparators	\$ 8,120	\$ 7,216	\$ 7,330	\$ 11,993
% Tahoe Truckee Sanitation Agency Above/Below	-38.1%	-22.7%	-24.7%	-17.3%
75th Percentile	\$ 8,293	\$ 7,463	\$ 7,413	\$ 12,578
% Tahoe Truckee Sanitation Agency Above/Below	-41.0%	-26.9%	-26.1%	-23.1%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)  
May 2024**

**Accounting Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary					Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living	Benefits Package*	Total Monthly Comp*			
3	Napa Sanitation District	Senior Accountant	\$ 13,938	\$ 12,613	\$ 12,893	\$ 5,270	\$ 19,208	7/8/2023	unknown	unknown
2	Delta Diablo Sanitation District	Senior Accountant	\$ 13,234	\$ 11,488	\$ 12,164	\$ 6,029	\$ 19,263	7/9/2023	7/1/2024	2.00% - 5.00%
1	Fairfield Suisun Sewer District	Senior Accountant	\$ 12,990	\$ 11,445	\$ 12,710	\$ 7,442	\$ 20,432	4/5/2024	unknown	unknown
4	North Tahoe Public Utility District	Controller	\$ 11,801	\$ 12,128	\$ 11,812	\$ 5,347	\$ 17,148	7/9/2023	7/1/2024	2.50% - 4.00%
5	Tahoe City Public Utility District <sup>2</sup>	[Accounting Technician/ Accounting Manager]	\$ 10,432	\$ 10,722	\$ 10,442	\$ 5,131	\$ 15,563	1/1/2024	unknown	unknown
6	South Tahoe Public Utility District <sup>1</sup>	Accounting Supervisor	\$ 9,244	\$ 8,696	\$ 9,347	\$ 4,100	\$ 13,344	10/4/2023	unknown	unknown
7	<b>Tahoe Truckee Sanitation</b>	<b>Accounting Supervisor</b>	<b>\$ 7,930</b>	<b>\$ 7,930</b>	<b>\$ 7,930</b>	<b>\$ 4,561</b>	<b>\$ 12,491</b>	<b>9/20/2023</b>	<b>unknown</b>	<b>unknown</b>
8	Central Marin Sanitation Agency	N/C								
9	Monterey One Water	N/C								
10	Oro Loma Sanitary District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 11,940	\$ 11,182	\$ 11,561	\$ 17,493
% Tahoe Truckee Sanitation Agency Above/Below	-50.6%	-41.0%	-45.8%	-40.0%
Median of Comparators	\$ 12,396	\$ 11,467	\$ 11,988	\$ 18,178
% Tahoe Truckee Sanitation Agency Above/Below	-56.3%	-44.6%	-51.2%	-45.5%
75th Percentile	\$ 13,173	\$ 11,968	\$ 12,574	\$ 19,249
% Tahoe Truckee Sanitation Agency Above/Below	-66.1%	-50.9%	-58.6%	-54.1%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

2 - Tahoe City Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Accounting Supervisor	N/C	Senior Accountant	Senior Accountant	N/C	Senior Accountant	Controller	N/C	N/C	Accounting Supervisor	[Accounting Technician/ Accounting Manager]	N/C	N/C
	Unadjusted Top Monthly Salary	\$ 7,930		\$ 13,234	\$ 12,990		\$ 13,938	\$ 11,801			\$ 9,244	\$ 10,432		
Retirement	PEPRA	2%@62		2%@62	2%@62		2%@62	2%@62			2%@62	2%@62		
	Employee Cost Share													
	Social Security			\$ 821	\$ 805			\$ 732			\$ 573	\$ 647		
	Deferred Compensation			\$ 529	\$ 1,169		\$ 250					\$ 209		
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417		\$ 2,656	\$ 2,656		\$ 2,656	\$ 2,637			\$ 2,389	\$ 2,379		
	Dental	\$ 207		\$ 211	\$ 263		\$ 167	\$ 135			\$ 154	\$ 125		
	Vision			\$ 31	\$ 11		\$ 26	\$ 55			\$ 24	\$ 42		
	Other Ins.	\$ 83						\$ 292				\$ 125		
Leaves	Vacation	\$ 458		\$ 814	\$ 749		\$ 804	\$ 726			\$ 533	\$ 883		
	Holidays	\$ 397		\$ 713	\$ 699		\$ 697	\$ 545			\$ 427	\$ 522		
	Admin Leave			\$ 255	\$ 1,090		\$ 670	\$ 227				\$ 201		
	Auto													
Benefit Package Total		\$ 4,561	\$ 0	\$ 6,029	\$ 7,442	\$ 0	\$ 5,270	\$ 5,347	\$ 0	\$ 0	\$ 4,100	\$ 5,131	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Accounting Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Fairfield Suisun Sewer District	Senior Accountant	\$ 12,990	\$ 11,445	\$ 12,710	\$ 7,442	\$ 20,432	4/5/2024	unknown	unknown
2	Delta Diablo Sanitation District	Senior Accountant	\$ 13,234	\$ 11,488	\$ 12,164	\$ 6,029	\$ 19,263	7/9/2023	7/1/2024	2.00% - 5.00%
3	Napa Sanitation District	Senior Accountant	\$ 13,938	\$ 12,613	\$ 12,893	\$ 5,270	\$ 19,208	7/8/2023	unknown	unknown
4	North Tahoe Public Utility District	Controller	\$ 11,801	\$ 12,128	\$ 11,812	\$ 5,347	\$ 17,148	7/9/2023	7/1/2024	2.50% - 4.00%
5	Tahoe City Public Utility District <sup>2</sup>	[Accounting Technician/ Accounting Manager]	\$ 10,432	\$ 10,722	\$ 10,442	\$ 5,131	\$ 15,563	1/1/2024	unknown	unknown
6	South Tahoe Public Utility District <sup>1</sup>	Accounting Supervisor	\$ 9,244	\$ 8,696	\$ 9,347	\$ 4,100	\$ 13,344	10/4/2023	unknown	unknown
7	Tahoe Truckee Sanitation	Accounting Supervisor	\$ 7,930	\$ 7,930	\$ 7,930	\$ 4,561	\$ 12,491	9/20/2023	unknown	unknown
8	Central Marin Sanitation Agency	N/C								
9	Monterey One Water	N/C								
10	Oro Loma Sanitary District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 11,940	\$ 11,182	\$ 11,561	\$ 17,493
% Tahoe Truckee Sanitation Agency Above/Below	-50.6%	-41.0%	-45.8%	-40.0%
Median of Comparators	\$ 12,396	\$ 11,467	\$ 11,988	\$ 18,178
% Tahoe Truckee Sanitation Agency Above/Below	-56.3%	-44.6%	-51.2%	-45.5%
75th Percentile	\$ 13,173	\$ 11,968	\$ 12,574	\$ 19,249
% Tahoe Truckee Sanitation Agency Above/Below	-66.1%	-50.9%	-58.6%	-54.1%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

2 - Tahoe City Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)  
May 2024**

**Administrative Assistant (new)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Tahoe Truckee Sanitation	Administrative Assistant (new)	proposed							
2	Silicon Valley Clean Water	Administrative Assistant II	\$ 11,360	\$ 9,066	\$ 8,600	\$ 4,736	\$ 16,096	7/1/2023	unknown	unknown
3	Central Marin Sanitation Agency	Administrative Specialist II	\$ 10,192	\$ 8,382	\$ 8,038	\$ 4,245	\$ 14,437	6/25/2023	unknown	unknown
4	Union Sanitary District	Administrative Specialist II	\$ 9,247	\$ 7,817	\$ 7,661	\$ 4,457	\$ 13,704	3/1/2024	3/1/2024	CPI 3.25% - 4.50%
5	Tahoe City Public Utility District	Administrative Technician	\$ 8,135	\$ 8,360	\$ 8,143	\$ 4,433	\$ 12,568	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
6	Delta Diablo Sanitation District	Administrative Assistant II	\$ 7,884	\$ 6,844	\$ 7,246	\$ 4,611	\$ 12,495	7/9/2023	7/1/2024	2.00% - 5.00%
7	Monterey One Water	Administrative Support Specialist II (confidential)	\$ 7,819	\$ 7,000	\$ 6,615	\$ 3,356	\$ 11,175	6/25/2023	unknown	unknown
8	Napa Sanitation District	Administrative Assistant II	\$ 7,134	\$ 6,456	\$ 6,599	\$ 3,813	\$ 10,947	7/8/2023	unknown	unknown
9	Truckee Sanitary District	Administrative Assistant II	\$ 7,015	\$ 7,015	\$ 7,015	\$ 3,693	\$ 10,708	12/29/2023	unknown	unknown
10	South Tahoe Public Utility District	Administrative Assistant/Assistant Clerk of the Board	\$ 6,867	\$ 6,460	\$ 6,943	\$ 3,706	\$ 10,573	10/4/2023	unknown	unknown
11	Fairfield Suisun Sewer District	N/C								
12	North Tahoe Public Utility District	N/C								
13	Oro Loma Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 8,406	\$ 7,489	\$ 7,429	\$ 12,523
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Median of Comparators	\$ 7,884	\$ 7,015	\$ 7,246	\$ 12,495
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
75th Percentile	\$ 9,247	\$ 8,360	\$ 8,038	\$ 13,704
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Number of Matches	9	9	9	9

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator



**Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Administrative Assistant (new)	Administrative Specialist II	Administrative Assistant II	N/C	Administrative Support Specialist II (confidential)	Administrative Assistant II	N/C	N/C	Administrative Assistant II	Administrative Assistant/Assistant Clerk of the Board	Administrative Technician	Administrative Assistant II	Administrative Specialist II
	Unadjusted Top Monthly Salary		\$ 10,192	\$ 7,884		\$ 7,819	\$ 7,134			\$ 11,360	\$ 6,867	\$ 8,135	\$ 7,015	\$ 9,247
Retirement	PEPRA		2%@62	2%@62		2%@62	2%@62			2%@62	2%@62	2%@62	2%@62	2%@62
	Employee Cost Share					\$ -0								
	Social Security			\$ 489							\$ 426	\$ 504	\$ 435	
	Deferred Compensation			\$ 315			\$ 100			\$ 192		\$ 163		\$ 42
	Other Ret.													
Insurance	Cafeteria													
	Health		\$ 2,657	\$ 2,656		\$ 2,431	\$ 2,656			\$ 2,538	\$ 2,389	\$ 2,379	\$ 2,379	\$ 3,174
	Dental		\$ 250	\$ 211			\$ 167			\$ 193	\$ 154	\$ 125	\$ 178	\$ 144
	Vision		\$ 45	\$ 31			\$ 26			\$ 22	\$ 24	\$ 42		\$ 22
	Other Ins.											\$ 125		
Leaves	Vacation		\$ 588	\$ 485		\$ 451	\$ 412			\$ 874	\$ 396	\$ 688	\$ 432	\$ 533
	Holidays		\$ 510	\$ 425		\$ 474	\$ 357			\$ 612	\$ 317	\$ 407	\$ 270	\$ 542
	Admin Leave		\$ 196				\$ 96			\$ 306				
Allow	Auto													
Benefit Package Total		\$ 0	\$ 4,245	\$ 4,611	\$ 0	\$ 3,356	\$ 3,813	\$ 0	\$ 0	\$ 4,736	\$ 3,706	\$ 4,433	\$ 3,693	\$ 4,457

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Administrative Assistant (new)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Tahoe Truckee Sanitation	Administrative Assistant (new)	proposed							
2	Silicon Valley Clean Water	Administrative Assistant II	\$ 11,360	\$ 9,066	\$ 8,600	\$ 4,736	\$ 16,096	7/1/2023	unknown	unknown
3	Central Marin Sanitation Agency	Administrative Specialist II	\$ 10,192	\$ 8,382	\$ 8,038	\$ 4,245	\$ 14,437	6/25/2023	unknown	unknown
4	Union Sanitary District	Administrative Specialist II	\$ 9,247	\$ 7,817	\$ 7,661	\$ 4,457	\$ 13,704	3/1/2024	3/1/2024	CPI 3.25% - 4.50%
5	Tahoe City Public Utility District	Administrative Technician	\$ 8,135	\$ 8,360	\$ 8,143	\$ 4,433	\$ 12,568	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
6	Delta Diablo Sanitation District	Administrative Assistant II	\$ 7,884	\$ 6,844	\$ 7,246	\$ 4,611	\$ 12,495	7/9/2023	7/1/2024	2.00% - 5.00%
7	Monterey One Water	Administrative Support Specialist II (confidential)	\$ 7,819	\$ 7,000	\$ 6,615	\$ 3,356	\$ 11,175	6/25/2023	unknown	unknown
8	Napa Sanitation District	Administrative Assistant II	\$ 7,134	\$ 6,456	\$ 6,599	\$ 3,813	\$ 10,947	7/8/2023	unknown	unknown
9	Truckee Sanitary District	Administrative Assistant II	\$ 7,015	\$ 7,015	\$ 7,015	\$ 3,693	\$ 10,708	12/29/2023	unknown	unknown
10	South Tahoe Public Utility District	Administrative Assistant/Assistant Clerk of the Board	\$ 6,867	\$ 6,460	\$ 6,943	\$ 3,706	\$ 10,573	10/4/2023	unknown	unknown
11	Fairfield Suisun Sewer District	N/C								
12	North Tahoe Public Utility District	N/C								
13	Oro Loma Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 8,406	\$ 7,489	\$ 7,429	\$ 12,523
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Median of Comparators	\$ 7,884	\$ 7,015	\$ 7,246	\$ 12,495
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
75th Percentile	\$ 9,247	\$ 8,360	\$ 8,038	\$ 13,704
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Number of Matches	9	9	9	9

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)**  
**May 2024**

**Associate Engineer**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Fairfield Suisun Sewer District	Associate Engineer	\$ 14,792	\$ 13,033	\$ 14,474	\$ 8,022	\$ 22,814	4/5/2024	unknown	unknown
6	Monterey One Water	Associate Engineer	\$ 14,791	\$ 13,241	\$ 12,513	\$ 4,434	\$ 19,225	6/25/2023	unknown	unknown
3	Silicon Valley Clean Water	Associate Engineer	\$ 14,732	\$ 11,757	\$ 11,152	\$ 4,758	\$ 19,490	7/1/2023	unknown	unknown
5	Central Marin Sanitation Agency	Associate Engineer	\$ 14,573	\$ 11,985	\$ 11,493	\$ 4,801	\$ 19,374	6/25/2023	unknown	unknown
2	Delta Diablo Sanitation District <sup>1</sup>	[Assistant Engineer/ Associate Engineer]	\$ 14,323	\$ 12,434	\$ 13,165	\$ 6,270	\$ 20,593	7/9/2023	7/1/2024	2.00% - 5.00%
9	Oro Loma Sanitary District	Associate Engineer	\$ 14,284	\$ 12,136	\$ 12,765	\$ 4,786	\$ 19,070	6/26/2023	6/24/2024	2.00% - 5.00%
4	Union Sanitary District <sup>3</sup>	[Assistant Engineer/ Associate Engineer]	\$ 14,057	\$ 11,883	\$ 11,646	\$ 5,432	\$ 19,489	9/1/2023	9/1/2024	unknown
7	Napa Sanitation District	Associate Engineer	\$ 13,938	\$ 12,613	\$ 12,893	\$ 5,270	\$ 19,208	7/8/2023	unknown	unknown
8	Tahoe City Public Utility District	Associate Civil Engineer	\$ 13,379	\$ 13,750	\$ 13,392	\$ 5,826	\$ 19,205	1/1/2024	unknown	unknown
10	Truckee Sanitary District	Associate Engineer	\$ 12,901	\$ 12,901	\$ 12,901	\$ 4,647	\$ 17,548	12/29/2023	unknown	unknown
11	South Tahoe Public Utility District <sup>2</sup>	Associate Engineer	\$ 11,610	\$ 10,922	\$ 11,739	\$ 4,493	\$ 16,103	10/4/2024	unknown	unknown
12	Tahoe Truckee Sanitation	Associate Engineer	\$ 10,966	\$ 10,966	\$ 10,966	\$ 4,888	\$ 15,854	9/20/2023	unknown	unknown
13	North Tahoe Public Utility District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 13,944	\$ 12,423	\$ 12,558	\$ 19,283
% Tahoe Truckee Sanitation Agency Above/Below	-27.2%	-13.3%	-14.5%	-21.6%
Median of Comparators	\$ 14,284	\$ 12,434	\$ 12,765	\$ 19,225
% Tahoe Truckee Sanitation Agency Above/Below	-30.3%	-13.4%	-16.4%	-21.3%
75th Percentile	\$ 14,653	\$ 12,967	\$ 13,033	\$ 19,489
% Tahoe Truckee Sanitation Agency Above/Below	-33.6%	-18.2%	-18.8%	-22.9%
Number of Matches	11	11	11	11

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

3 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Associate Engineer	Associate Engineer	[Assistant Engineer/ Associate Engineer]	Associate Engineer	Associate Engineer	Associate Engineer	N/C	Associate Engineer	Associate Engineer	Associate Engineer	Associate Civil Engineer	Associate Engineer	[Assistant Engineer/ Associate Engineer]
	Unadjusted Top Monthly Salary	\$ 10,966	\$ 14,573	\$ 14,323	\$ 14,792	\$ 14,791	\$ 13,938		\$ 14,284	\$ 14,732	\$ 11,610	\$ 13,379	\$ 12,901	\$ 14,057
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62		2%@60	2%@62	2%@62	2%@62	2%@62	2%@62
	Employee Cost Share					\$ -31								
	Social Security			\$ 871	\$ 871						\$ 720	\$ 830	\$ 800	
	Deferred Compensation			\$ 573	\$ 1,331		\$ 250		\$ 108	\$ 192		\$ 268		\$ 254
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,657	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656	\$ 2,538	\$ 2,389	\$ 2,379	\$ 2,379	\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167		\$ 150	\$ 193	\$ 154	\$ 125	\$ 178	\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26		\$ 13	\$ 22	\$ 24	\$ 42		\$ 22
	Other Ins.	\$ 83										\$ 125		
Leaves	Vacation	\$ 633	\$ 841	\$ 881	\$ 853	\$ 853	\$ 804		\$ 824	\$ 850	\$ 670	\$ 1,132	\$ 794	\$ 811
	Holidays	\$ 548	\$ 729	\$ 771	\$ 796	\$ 896	\$ 697		\$ 879	\$ 793	\$ 536	\$ 669	\$ 496	\$ 757
	Admin Leave		\$ 280	\$ 275	\$ 1,241	\$ 284	\$ 670			\$ 170		\$ 257		\$ 270
Allow	Auto													
Benefit Package Total		\$ 4,888	\$ 4,801	\$ 6,270	\$ 8,022	\$ 4,434	\$ 5,270	\$ 0	\$ 4,786	\$ 4,758	\$ 4,493	\$ 5,826	\$ 4,647	\$ 5,432

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Associate Engineer**

			Top Monthly Salary							
Rank	Comparator Agency	Classification Title	Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living	Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
1	Fairfield Suisun Sewer District	Associate Engineer	\$ 14,792	\$ 13,033	\$ 14,474	\$ 8,022	\$ 22,814	4/5/2024	unknown	unknown
2	Delta Diablo Sanitation District¹	[Assistant Engineer/ Associate Engineer]	\$ 14,323	\$ 12,434	\$ 13,165	\$ 6,270	\$ 20,593	7/9/2023	7/1/2024	2.00% - 5.00%
3	Silicon Valley Clean Water	Associate Engineer	\$ 14,732	\$ 11,757	\$ 11,152	\$ 4,758	\$ 19,490	7/1/2023	unknown	unknown
4	Union Sanitary District³	[Assistant Engineer/ Associate Engineer]	\$ 14,057	\$ 11,883	\$ 11,646	\$ 5,432	\$ 19,489	9/1/2023	9/1/2024	unknown
5	Central Marin Sanitation Agency	Associate Engineer	\$ 14,573	\$ 11,985	\$ 11,493	\$ 4,801	\$ 19,374	6/25/2023	unknown	unknown
6	Monterey One Water	Associate Engineer	\$ 14,791	\$ 13,241	\$ 12,513	\$ 4,434	\$ 19,225	6/25/2023	unknown	unknown
7	Napa Sanitation District	Associate Engineer	\$ 13,938	\$ 12,613	\$ 12,893	\$ 5,270	\$ 19,208	7/8/2023	unknown	unknown
8	Tahoe City Public Utility District	Associate Civil Engineer	\$ 13,379	\$ 13,750	\$ 13,392	\$ 5,826	\$ 19,205	1/1/2024	unknown	unknown
9	Oro Loma Sanitary District	Associate Engineer	\$ 14,284	\$ 12,136	\$ 12,765	\$ 4,786	\$ 19,070	6/26/2023	6/24/2024	2.00% - 5.00%
10	Truckee Sanitary District	Associate Engineer	\$ 12,901	\$ 12,901	\$ 12,901	\$ 4,647	\$ 17,548	12/29/2023	unknown	unknown
11	South Tahoe Public Utility	Associate Engineer	\$ 11,610	\$ 10,922	\$ 11,739	\$ 4,493	\$ 16,103	10/4/2024	unknown	unknown
12	Tahoe Truckee Sanitation	Associate Engineer	\$ 10,966	\$ 10,966	\$ 10,966	\$ 4,888	\$ 15,854	9/20/2023	unknown	unknown
13	North Tahoe Public Utility District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 13,944	\$ 12,423	\$ 12,558	\$ 19,283
% Tahoe Truckee Sanitation Agency Above/Below	-27.2%	-13.3%	-14.5%	-21.6%
Median of Comparators	\$ 14,284	\$ 12,434	\$ 12,765	\$ 19,225
% Tahoe Truckee Sanitation Agency Above/Below	-30.3%	-13.4%	-16.4%	-21.3%
75th Percentile	\$ 14,653	\$ 12,967	\$ 13,033	\$ 19,489
% Tahoe Truckee Sanitation Agency Above/Below	-33.6%	-18.2%	-18.8%	-22.9%
Number of Matches	11	11	11	11

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

3 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)**  
**May 2024**

**Chemist III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Oro Loma Sanitary District	Plant Chemist	\$ 13,522	\$ 11,489	\$ 12,084	\$ 4,693	\$ 18,215	6/26/2023	6/24/2024	2.00% - 5.00%
3	Union Sanitary District <sup>3</sup>	[Chemist I/ Chemist II]	\$ 12,390	\$ 10,473	\$ 10,265	\$ 4,822	\$ 17,212	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
2	Delta Diablo Sanitation District	Chemist II	\$ 11,802	\$ 10,245	\$ 10,848	\$ 5,463	\$ 17,265	7/9/2023	7/1/2024	2.00% - 5.00%
4	Fairfield Suisun Sewer District	Laboratory Analyst	\$ 11,797	\$ 10,394	\$ 11,543	\$ 5,379	\$ 17,176	4/5/2024	unknown	unknown
5	Silicon Valley Clean Water	Laboratory Analyst II	\$ 11,527	\$ 9,199	\$ 8,726	\$ 4,364	\$ 15,891	7/1/2023	7/1/2024	4.50%
7	Monterey One Water <sup>1</sup>	[Laboratory Analyst II/ QA/QC Laboratory Analyst]	\$ 11,044	\$ 9,887	\$ 9,343	\$ 3,714	\$ 14,758	6/25/2023	unknown	unknown
6	Central Marin Sanitation Agency	Laboratory Analyst I	\$ 10,944	\$ 9,000	\$ 8,631	\$ 4,129	\$ 15,073	6/25/2023	6/23/2024	CPI
8	Napa Sanitation District	Laboratory Analyst II	\$ 9,774	\$ 8,845	\$ 9,042	\$ 4,133	\$ 13,907	7/8/2023	unknown	unknown
9	<b>Tahoe Truckee Sanitation</b>	<b>Chemist III</b>	<b>\$ 8,545</b>	<b>\$ 8,545</b>	<b>\$ 8,545</b>	<b>\$ 4,627</b>	<b>\$ 13,172</b>	<b>9/20/2023</b>	<b>unknown</b>	<b>unknown</b>
10	South Tahoe Public Utility District <sup>2</sup>	Lab Technologist II	\$ 8,357	\$ 7,862	\$ 8,450	\$ 3,953	\$ 12,310	10/4/2024	unknown	unknown
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 11,240	\$ 9,710	\$ 9,881	\$ 15,756
% Tahoe Truckee Sanitation Agency Above/Below	-31.5%	-13.6%	-15.6%	-19.6%
Median of Comparators	\$ 11,527	\$ 9,887	\$ 9,343	\$ 15,891
% Tahoe Truckee Sanitation Agency Above/Below	-34.9%	-15.7%	-9.3%	-20.6%
75th Percentile	\$ 11,802	\$ 10,394	\$ 10,848	\$ 17,212
% Tahoe Truckee Sanitation Agency Above/Below	-38.1%	-21.6%	-27.0%	-30.7%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

3 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Chemist III	Laboratory Analyst I	Chemist II	Laboratory Analyst	[Laboratory Analyst II/ QA/QC Laboratory Analyst]	Laboratory Analyst II	N/C	Plant Chemist	Laboratory Analyst II	Lab Technologist II	N/C	N/C	[Chemist I/ Chemist II]
	Unadjusted Top Monthly Salary	\$ 8,545	\$ 10,944	\$ 11,802	\$ 11,797	\$ 11,044	\$ 9,774		\$ 13,522	\$ 11,527	\$ 8,357			\$ 12,390
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62		2%@60	2%@62	2%@62			2%@62
	Employee Cost Share					\$ -23								
	Social Security			\$ 732	\$ 731						\$ 518			
	Deferred Compensation			\$ 472	\$ 266		\$ 100		\$ 106	\$ 192				\$ 42
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,656	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656	\$ 2,538	\$ 2,389			\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167		\$ 150	\$ 193	\$ 154			\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26		\$ 13	\$ 22	\$ 24			\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 493	\$ 631	\$ 726	\$ 681	\$ 637	\$ 564		\$ 780	\$ 665	\$ 482			\$ 715
	Holidays	\$ 427	\$ 547	\$ 635	\$ 635	\$ 669	\$ 489		\$ 832	\$ 621	\$ 386			\$ 727
	Admin Leave				\$ 136		\$ 132			\$ 133				
Allow	Auto													
Benefit Package Total		\$ 4,627	\$ 4,129	\$ 5,463	\$ 5,379	\$ 3,714	\$ 4,133	\$ 0	\$ 4,693	\$ 4,364	\$ 3,953	\$ 0	\$ 0	\$ 4,822

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Chemist III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Oro Loma Sanitary District	Plant Chemist	\$ 13,522	\$ 11,489	\$ 12,084	\$ 4,693	\$ 18,215	6/26/2023	6/24/2024	2.00% - 5.00%
2	Delta Diablo Sanitation District	Chemist II	\$ 11,802	\$ 10,245	\$ 10,848	\$ 5,463	\$ 17,265	7/9/2023	7/1/2024	2.00% - 5.00%
3	Union Sanitary District <sup>3</sup>	[Chemist I/ Chemist II]	\$ 12,390	\$ 10,473	\$ 10,265	\$ 4,822	\$ 17,212	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
4	Fairfield Suisun Sewer District	Laboratory Analyst	\$ 11,797	\$ 10,394	\$ 11,543	\$ 5,379	\$ 17,176	4/5/2024	unknown	unknown
5	Silicon Valley Clean Water	Laboratory Analyst II	\$ 11,527	\$ 9,199	\$ 8,726	\$ 4,364	\$ 15,891	7/1/2023	7/1/2024	4.50%
6	Central Marin Sanitation Agency	Laboratory Analyst I	\$ 10,944	\$ 9,000	\$ 8,631	\$ 4,129	\$ 15,073	6/25/2023	6/23/2024	CPI
7	Monterey One Water <sup>1</sup>	[Laboratory Analyst II/ QA/QC Laboratory Analyst]	\$ 11,044	\$ 9,887	\$ 9,343	\$ 3,714	\$ 14,758	6/25/2023	unknown	unknown
8	Napa Sanitation District	Laboratory Analyst II	\$ 9,774	\$ 8,845	\$ 9,042	\$ 4,133	\$ 13,907	7/8/2023	unknown	unknown
9	<b>Tahoe Truckee Sanitation</b>	<b>Chemist III</b>	<b>\$ 8,545</b>	<b>\$ 8,545</b>	<b>\$ 8,545</b>	<b>\$ 4,627</b>	<b>\$ 13,172</b>	<b>9/20/2023</b>	<b>unknown</b>	<b>unknown</b>
10	South Tahoe Public Utility District <sup>2</sup>	Lab Technologist II	\$ 8,357	\$ 7,862	\$ 8,450	\$ 3,953	\$ 12,310	10/4/2024	unknown	unknown
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 11,240	\$ 9,710	\$ 9,881	\$ 15,756
% Tahoe Truckee Sanitation Agency Above/Below	-31.5%	-13.6%	-15.6%	-19.6%
Median of Comparators	\$ 11,527	\$ 9,887	\$ 9,343	\$ 15,891
% Tahoe Truckee Sanitation Agency Above/Below	-34.9%	-15.7%	-9.3%	-20.6%
75th Percentile	\$ 11,802	\$ 10,394	\$ 10,848	\$ 17,212
% Tahoe Truckee Sanitation Agency Above/Below	-38.1%	-21.6%	-27.0%	-30.7%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

3 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.



**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)**  
**May 2024**

**Chief Plant Operator**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Union Sanitary District <sup>6</sup>	[Coach, Wastewater Operations/ Manager, Treatment and Disposal Services]	\$ 18,694	\$ 15,802	\$ 15,488	\$ 6,350	\$ 25,044	9/1/2023	9/1/2024	unknown
4	Central Marin Sanitation Agency <sup>1</sup>	[Operations Supervisor/ Treatment Plant Manager]	\$ 18,069	\$ 14,860	\$ 14,250	\$ 5,245	\$ 23,314	6/25/2023	unknown	unknown
2	Oro Loma Sanitary District	Operations Manager	\$ 17,300	\$ 14,698	\$ 15,460	\$ 6,193	\$ 23,493	6/26/2023	6/24/2024	2.00% - 5.00%
3	Delta Diablo Sanitation District <sup>2</sup>	[Operations Supervisor/ Operations Manager]	\$ 16,246	\$ 14,103	\$ 14,932	\$ 7,105	\$ 23,351	7/9/2023	7/1/2024	2.00% - 5.00%
5	Napa Sanitation District <sup>4</sup>	[Operations Supervisor/ Operations Services Director]	\$ 16,222	\$ 14,681	\$ 15,007	\$ 4,914	\$ 21,136	7/8/2023	unknown	unknown
7	Monterey One Water <sup>3</sup>	[Operations Supervisor/ Operations Manager]	\$ 13,970	\$ 12,507	\$ 11,819	\$ 4,430	\$ 18,400	6/25/2023	unknown	unknown
6	Tahoe Truckee Sanitation	Chief Plant Operator	\$ 12,736	\$ 12,736	\$ 12,736	\$ 6,263	\$ 18,999	9/20/2023	unknown	unknown
8	South Tahoe Public Utility District <sup>5</sup>	Chief Plant Operator	\$ 11,693	\$ 11,000	\$ 11,823	\$ 4,506	\$ 16,199	10/4/2024	unknown	unknown
9	Fairfield Suisun Sewer District	N/C								
10	North Tahoe Public Utility District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 16,028	\$ 13,950	\$ 14,111	\$ 21,563
% Tahoe Truckee Sanitation Agency Above/Below	-25.8%	-9.5%	-10.8%	-13.5%
Median of Comparators	\$ 16,246	\$ 14,681	\$ 14,932	\$ 23,314
% Tahoe Truckee Sanitation Agency Above/Below	-27.6%	-15.3%	-17.2%	-22.7%
75th Percentile	\$ 17,685	\$ 14,779	\$ 15,234	\$ 23,422
% Tahoe Truckee Sanitation Agency Above/Below	-38.9%	-16.0%	-19.6%	-23.3%
Number of Matches	7	7	7	7

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Central Marin Sanitation Agency: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

4 - Napa Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

5 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

6 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Chief Plant Operator	[Operations Supervisor/ Treatment Plant Manager]	[Operations Supervisor/ Operations Manager]	N/C	[Operations Supervisor/ Operations Manager]	[Operations Supervisor/ Operations Services Director]	N/C	Operations Manager	N/C	Chief Plant Operator	N/C	N/C	[Coach, Wastewater Operations/ Manager, Treatment and Disposal Services]
Retirement	Unadjusted Top Monthly Salary	\$ 12,736	\$ 18,069	\$ 16,246		\$ 13,970	\$ 16,222		\$ 17,300		\$ 11,693			\$ 18,694
	PEPRA	2%@62	2%@62	2%@62		2%@62	2%@62		2%@60		2%@62			2%@62
	Employee Cost Share					\$ -29								
	Social Security			\$ 871							\$ 725			
	Deferred Compensation			\$ 650			\$ 100		\$ 1,156					\$ 350
Insurance	Other Ret.													
	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,657	\$ 2,656		\$ 2,431	\$ 2,656		\$ 2,656		\$ 2,389			\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211			\$ 167		\$ 150		\$ 154			\$ 144
	Vision		\$ 45	\$ 31			\$ 26		\$ 13		\$ 24			\$ 22
Leaves	Other Ins.	\$ 83												
	Vacation	\$ 1,470	\$ 1,042	\$ 1,000		\$ 806	\$ 936		\$ 998		\$ 675			\$ 1,079
	Holidays	\$ 637	\$ 903	\$ 875		\$ 846	\$ 811		\$ 1,065		\$ 540			\$ 1,007
Allow	Admin Leave		\$ 347	\$ 312		\$ 376	\$ 218							\$ 575
	Auto	\$ 450		\$ 500										
Benefit Package Total		\$ 6,263	\$ 5,245	\$ 7,105	\$ 0	\$ 4,430	\$ 4,914	\$ 0	\$ 6,193	\$ 0	\$ 4,506	\$ 0	\$ 0	\$ 6,350

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Chief Plant Operator**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Union Sanitary District <sup>6</sup>	[Coach, Wastewater Operations/ Manager, Treatment and Disposal Services]	\$ 18,694	\$ 15,802	\$ 15,488	\$ 6,350	\$ 25,044	9/1/2023	9/1/2024	unknown
2	Oro Loma Sanitary District	Operations Manager	\$ 17,300	\$ 14,698	\$ 15,460	\$ 6,193	\$ 23,493	6/26/2023	6/24/2024	2.00% - 5.00%
3	Delta Diablo Sanitation District <sup>2</sup>	[Operations Supervisor/ Operations Manager]	\$ 16,246	\$ 14,103	\$ 14,932	\$ 7,105	\$ 23,351	7/9/2023	7/1/2024	2.00% - 5.00%
4	Central Marin Sanitation Agency <sup>1</sup>	[Operations Supervisor/ Treatment Plant Manager]	\$ 18,069	\$ 14,860	\$ 14,250	\$ 5,245	\$ 23,314	6/25/2023	unknown	unknown
5	Napa Sanitation District <sup>4</sup>	[Operations Supervisor/ Operations Services Director]	\$ 16,222	\$ 14,681	\$ 15,007	\$ 4,914	\$ 21,136	7/8/2023	unknown	unknown
6	Tahoe Truckee Sanitation	Chief Plant Operator	\$ 12,736	\$ 12,736	\$ 12,736	\$ 6,263	\$ 18,999	9/20/2023	unknown	unknown
7	Monterey One Water <sup>3</sup>	[Operations Supervisor/ Operations Manager]	\$ 13,970	\$ 12,507	\$ 11,819	\$ 4,430	\$ 18,400	6/25/2023	unknown	unknown
8	South Tahoe Public Utility District <sup>5</sup>	Chief Plant Operator	\$ 11,693	\$ 11,000	\$ 11,823	\$ 4,506	\$ 16,199	10/4/2024	unknown	unknown
9	Fairfield Suisun Sewer District	N/C								
10	North Tahoe Public Utility District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 16,028	\$ 13,950	\$ 14,111	\$ 21,563
% Tahoe Truckee Sanitation Agency Above/Below	-25.8%	-9.5%	-10.8%	-13.5%
Median of Comparators	\$ 16,246	\$ 14,681	\$ 14,932	\$ 23,314
% Tahoe Truckee Sanitation Agency Above/Below	-27.6%	-15.3%	-17.2%	-22.7%
75th Percentile	\$ 17,685	\$ 14,779	\$ 15,234	\$ 23,422
% Tahoe Truckee Sanitation Agency Above/Below	-38.9%	-16.0%	-19.6%	-23.3%
Number of Matches	7	7	7	7

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

- 1 - Central Marin Sanitation Agency: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 2 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 3 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 4 - Napa Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 5 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.
- 6 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

Tahoe Truckee Sanitation Agency  
Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)  
May 2024

CMMS-GIS Technician

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Napa Sanitation District	Asset Management Analyst	\$ 12,151	\$ 10,996	\$ 11,240	\$ 4,421	\$ 16,572	7/8/2023	unknown	unknown
2	Truckee Sanitary District	GIS/IT Specialist	\$ 11,605	\$ 11,605	\$ 11,605	\$ 4,437	\$ 16,042	12/29/2023	unknown	unknown
3	Tahoe City Public Utility District <sup>1</sup>	[Engineering Technician II/ Information Systems and Technology Technician II]	\$ 9,444	\$ 9,706	\$ 9,454	\$ 4,716	\$ 14,160	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
4	Tahoe Truckee Sanitation	CMMS-GIS Technician	\$ 8,009	\$ 8,009	\$ 8,009	\$ 4,570	\$ 12,579	9/20/2023	unknown	unknown
5	Central Marin Sanitation Agency	N/C								
6	Delta Diablo Sanitation District	N/C								
7	Fairfield Suisun Sewer District	N/C								
8	Monterey One Water	N/C								
9	North Tahoe Public Utility District	N/C								
10	Oro Loma Sanitary District	N/C								
11	Silicon Valley Clean Water	N/C								
12	South Tahoe Public Utility District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Number of Matches	3	3	3	3

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Tahoe City Public Utility District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the same for both matches.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		CMMS-GIS Technician	N/C	N/C	N/C	N/C	Asset Management Analyst	N/C	N/C	N/C	N/C	[Engineering Technician II/ Information Systems and Technology Technician II]	GIS/IT Specialist	N/C
	Unadjusted Top Monthly Salary	\$ 8,009					\$ 12,151					\$ 9,444	\$ 11,605	
Retirement	PEPRA	2%@62					2%@62					2%@62	2%@62	
	Employee Cost Share													
	Social Security											\$ 586	\$ 720	
	Deferred Compensation						\$ 100					\$ 189		
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417					\$ 2,656					\$ 2,379	\$ 2,379	
	Dental	\$ 207					\$ 167					\$ 125	\$ 178	
	Vision						\$ 26					\$ 42		
	Other Ins.	\$ 83										\$ 125		
Leaves	Vacation	\$ 462					\$ 608					\$ 799	\$ 714	
	Holidays	\$ 400					\$ 701					\$ 472	\$ 446	
	Admin Leave						\$ 164							
	Auto													
Benefit Package Total		\$ 4,570	\$ 0	\$ 0	\$ 0	\$ 0	\$ 4,421	\$ 0	\$ 0	\$ 0	\$ 0	\$ 4,716	\$ 4,437	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**CMMS-GIS Technician**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Napa Sanitation District	Asset Management Analyst	\$ 12,151	\$ 10,996	\$ 11,240	\$ 4,421	\$ 16,572	7/8/2023	unknown	unknown
2	Truckee Sanitary District	GIS/IT Specialist	\$ 11,605	\$ 11,605	\$ 11,605	\$ 4,437	\$ 16,042	12/29/2023	unknown	unknown
3	Tahoe City Public Utility District <sup>1</sup>	[Engineering Technician II/ Information Systems and Technology Technician II]	\$ 9,444	\$ 9,706	\$ 9,454	\$ 4,716	\$ 14,160	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
4	Tahoe Truckee Sanitation	CMMS-GIS Technician	\$ 8,009	\$ 8,009	\$ 8,009	\$ 4,570	\$ 12,579	9/20/2023	unknown	unknown
5	Central Marin Sanitation Agency	N/C								
6	Delta Diablo Sanitation District	N/C								
7	Fairfield Suisun Sewer District	N/C								
8	Monterey One Water	N/C								
9	North Tahoe Public Utility District	N/C								
10	Oro Loma Sanitary District	N/C								
11	Silicon Valley Clean Water	N/C								
12	South Tahoe Public Utility District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Number of Matches	3	3	3	3

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.  
N/C - Non Comparator

1 - Tahoe City Public Utility District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the same for both matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)**  
**May 2024**

**Customer Service Specialist II**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Union Sanitary District <sup>6</sup>	[Customer Service Fee Analyst/ Engineering Technician II]	\$ 10,624	\$ 8,981	\$ 8,802	\$ 4,617	\$ 15,241	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
2	Delta Diablo Sanitation District <sup>1</sup>	[Account Clerk II/ Engineering Technician]	\$ 9,476	\$ 8,226	\$ 8,709	\$ 4,957	\$ 14,433	7/9/2023	7/1/2024	2.00% - 5.00%
3	Tahoe City Public Utility District <sup>4</sup>	[Accounting Assistant II/ Construction Inspector II]	\$ 8,559	\$ 8,797	\$ 8,568	\$ 4,524	\$ 13,083	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
4	Truckee Sanitary District <sup>5</sup>	[Administrative Assistant II/ Administrative Specialist]	\$ 8,366	\$ 8,366	\$ 8,366	\$ 3,912	\$ 12,278	12/29/2023	unknown	unknown
5	Monterey One Water	Customer Service Representative II	\$ 8,230	\$ 7,368	\$ 6,963	\$ 3,387	\$ 11,617	6/25/2023	unknown	unknown
6	Napa Sanitation District	Administrative Assistant II	\$ 7,134	\$ 6,456	\$ 6,599	\$ 3,813	\$ 10,947	7/8/2023	unknown	unknown
8	North Tahoe Public Utility District <sup>2</sup>	[Customer Service Representative II/ Contracts and Planning Coordinator]	\$ 6,659	\$ 6,843	\$ 6,665	\$ 4,222	\$ 10,881	7/9/2023	7/1/2024	2.50% - 4.00%
7	<b>Tahoe Truckee Sanitation</b>	<b>Customer Service Specialist II</b>	<b>\$ 6,496</b>	<b>\$ 6,496</b>	<b>\$ 6,496</b>	<b>\$ 4,407</b>	<b>\$ 10,903</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
9	South Tahoe Public Utility District <sup>3</sup>	Customer Service Representative II	\$ 6,079	\$ 5,719	\$ 6,146	\$ 3,575	\$ 9,654	10/4/2024	unknown	unknown
10	Central Marin Sanitation Agency	N/C								
11	Fairfield Suisun Sewer District	N/C								
12	Oro Loma Sanitary District	N/C								
13	Silicon Valley Clean Water	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 8,141	\$ 7,595	\$ 7,602	\$ 12,267
% Tahoe Truckee Sanitation Agency Above/Below	-25.3%	-16.9%	-17.0%	-12.5%
Median of Comparators	\$ 8,298	\$ 7,797	\$ 7,665	\$ 11,948
% Tahoe Truckee Sanitation Agency Above/Below	-27.7%	-20.0%	-18.0%	-9.6%
75th Percentile	\$ 8,788	\$ 8,474	\$ 8,603	\$ 13,421
% Tahoe Truckee Sanitation Agency Above/Below	-35.3%	-30.4%	-32.4%	-23.1%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - North Tahoe Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

4 - Tahoe City Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

5 - Truckee Sanitary District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.

6 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Customer Service Specialist II	N/C	[Account Clerk II/ Engineering Technician]	N/C	Customer Service Representative II	Administrative Assistant II	[Customer Service Representative II/ Contracts and Planning Coordinator]	N/C	N/C	Customer Service Representative II	[Accounting Assistant II/ Construction Inspector II]	[Administrative Assistant II/ Administrative Specialist]	[Customer Service Fee Analyst/ Engineering Technician II]
Retirement	Unadjusted Top Monthly Salary	\$ 6,496		\$ 9,476		\$ 8,230	\$ 7,134	\$ 6,659			\$ 6,079	\$ 8,559	\$ 8,366	\$ 10,624
	PEPRA	2%@62		2%@62		2%@62	2%@62	2%@62			2%@62	2%@62	2%@62	2%@62
	Employee Cost Share					\$ -17								
	Social Security			\$ 588				\$ 413			\$ 377	\$ 531	\$ 519	
	Deferred Compensation			\$ 379			\$ 100					\$ 171		\$ 42
Insurance	Other Ret.													
	Cafeteria													
	Health	\$ 3,417		\$ 2,656		\$ 2,431	\$ 2,656	\$ 2,637			\$ 2,389	\$ 2,379	\$ 2,379	\$ 3,174
	Dental	\$ 207		\$ 211			\$ 167	\$ 135			\$ 154	\$ 125	\$ 178	\$ 144
	Vision			\$ 31			\$ 26	\$ 55			\$ 24	\$ 42		\$ 22
Leaves	Other Ins.	\$ 83						\$ 292				\$ 125		
	Vacation	\$ 375		\$ 583		\$ 475	\$ 412	\$ 384			\$ 351	\$ 724	\$ 515	\$ 613
	Holidays	\$ 325		\$ 510		\$ 499	\$ 357	\$ 307			\$ 281	\$ 428	\$ 322	\$ 623
	Admin Leave						\$ 96							
Allow	Auto													
Benefit Package Total		\$ 4,407	\$ 0	\$ 4,957	\$ 0	\$ 3,387	\$ 3,813	\$ 4,222	\$ 0	\$ 0	\$ 3,575	\$ 4,524	\$ 3,912	\$ 4,617



**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Customer Service Specialist II**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Union Sanitary District <sup>6</sup>	[Customer Service Fee Analyst/ Engineering Technician II]	\$ 10,624	\$ 8,981	\$ 8,802	\$ 4,617	\$ 15,241	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
2	Delta Diablo Sanitation District <sup>1</sup>	[Account Clerk II/ Engineering Technician]	\$ 9,476	\$ 8,226	\$ 8,709	\$ 4,957	\$ 14,433	7/9/2023	7/1/2024	2.00% - 5.00%
3	Tahoe City Public Utility District <sup>4</sup>	[Accounting Assistant II/ Construction Inspector II]	\$ 8,559	\$ 8,797	\$ 8,568	\$ 4,524	\$ 13,083	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
4	Truckee Sanitary District <sup>5</sup>	[Administrative Assistant II/ Administrative Specialist]	\$ 8,366	\$ 8,366	\$ 8,366	\$ 3,912	\$ 12,278	12/29/2023	unknown	unknown
5	Monterey One Water	Customer Service Representative II	\$ 8,230	\$ 7,368	\$ 6,963	\$ 3,387	\$ 11,617	6/25/2023	unknown	unknown
6	Napa Sanitation District	Administrative Assistant II	\$ 7,134	\$ 6,456	\$ 6,599	\$ 3,813	\$ 10,947	7/8/2023	unknown	unknown
7	Tahoe Truckee Sanitation	Customer Service Specialist II	\$ 6,496	\$ 6,496	\$ 6,496	\$ 4,407	\$ 10,903	9/20/2023	7/1/2024	3.23%
8	North Tahoe Public Utility District <sup>2</sup>	[Customer Service Representative III/ Contracts and Planning Coordinator]	\$ 6,659	\$ 6,843	\$ 6,665	\$ 4,222	\$ 10,881	7/9/2023	7/1/2024	2.50% - 4.00%
9	South Tahoe Public Utility District <sup>3</sup>	Customer Service Representative II	\$ 6,079	\$ 5,719	\$ 6,146	\$ 3,575	\$ 9,654	10/4/2024	unknown	unknown
10	Central Marin Sanitation Agency	N/C								
11	Fairfield Suisun Sewer District	N/C								
12	Oro Loma Sanitary District	N/C								
13	Silicon Valley Clean Water	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 8,141	\$ 7,595	\$ 7,602	\$ 12,267
% Tahoe Truckee Sanitation Agency Above/Below	-25.3%	-16.9%	-17.0%	-12.5%
Median of Comparators	\$ 8,298	\$ 7,797	\$ 7,665	\$ 11,948
% Tahoe Truckee Sanitation Agency Above/Below	-27.7%	-20.0%	-18.0%	-9.6%
75th Percentile	\$ 8,788	\$ 8,474	\$ 8,603	\$ 13,421
% Tahoe Truckee Sanitation Agency Above/Below	-35.3%	-30.4%	-32.4%	-23.1%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - North Tahoe Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

4 - Tahoe City Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

5 - Truckee Sanitary District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.

6 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)**  
**May 2024**

**Electrical and Instrumentation Technician III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Senior Plant Mechanic - Instrumentation Technician	\$ 13,283	\$ 10,601	\$ 10,055	\$ 4,580	\$ 17,863	7/1/2023	7/1/2024	4.50%
4	Oro Loma Sanitary District	Electrical and Instrumentation Technician	\$ 12,527	\$ 10,643	\$ 11,195	\$ 4,571	\$ 17,098	6/26/2023	6/24/2024	2.00% - 5.00%
3	Union Sanitary District	Instrumentation Technician/Electrician	\$ 12,395	\$ 10,478	\$ 10,269	\$ 4,823	\$ 17,218	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
2	Fairfield Suisun Sewer District	Electrical and Instrumentation Technician II	\$ 12,080	\$ 10,643	\$ 11,820	\$ 5,431	\$ 17,511	4/5/2024	unknown	unknown
5	Tahoe City Public Utility District	Operations Technician - Electrician	\$ 10,856	\$ 11,157	\$ 10,867	\$ 5,022	\$ 15,878	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
6	Delta Diablo Sanitation District	Electrical/Instrumentation Technician II	\$ 10,603	\$ 9,204	\$ 9,746	\$ 5,202	\$ 15,805	7/9/2023	unknown	4.00%
8	Napa Sanitation District	Equipment Maintenance Specialist II	\$ 10,540	\$ 9,539	\$ 9,751	\$ 4,226	\$ 14,766	7/8/2023	unknown	unknown
10	Monterey One Water	Electrician/Instrumentation Technician II	\$ 10,514	\$ 9,413	\$ 8,895	\$ 3,652	\$ 14,166	6/25/2023	unknown	unknown
7	<b>Tahoe Truckee Sanitation</b>	<b>Electrical and Instrumentation Technician III</b>	<b>\$ 10,433</b>	<b>\$ 10,433</b>	<b>\$ 10,433</b>	<b>\$ 4,831</b>	<b>\$ 15,264</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
9	Central Marin Sanitation Agency	Electrical and Instrumentation Technician II	\$ 10,329	\$ 8,494	\$ 8,146	\$ 4,063	\$ 14,392	6/25/2023	6/23/2024	CPI
11	Truckee Sanitary District	Mechanical and Electrical Maintenance Worker II	\$ 9,731	\$ 9,731	\$ 9,731	\$ 4,133	\$ 13,864	12/29/2023	unknown	unknown
12	South Tahoe Public Utility District <sup>1</sup>	Electrical and Instrumentation Technician II	\$ 8,904	\$ 8,376	\$ 9,003	\$ 4,044	\$ 12,948	10/4/2024	unknown	unknown
13	North Tahoe Public Utility District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 11,069	\$ 9,844	\$ 9,953	\$ 15,592
% Tahoe Truckee Sanitation Agency Above/Below	-6.1%	5.6%	4.6%	-2.1%
Median of Comparators	\$ 10,603	\$ 9,731	\$ 9,751	\$ 15,805
% Tahoe Truckee Sanitation Agency Above/Below	-1.6%	6.7%	6.5%	-3.5%
75th Percentile	\$ 12,238	\$ 10,622	\$ 10,568	\$ 17,158
% Tahoe Truckee Sanitation Agency Above/Below	-17.3%	-1.8%	-1.3%	-12.4%
Number of Matches	11	11	11	11

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Electrical and Instrumentation Technician III	Electrical and Instrumentation Technician II	Electrical/Instrumentation Technician II	Electrical and Instrumentation Technician II	Electrician/Instrumentation Technician II	Equipment Maintenance Specialist II	N/C	Electrical and Instrumentation Technician	Senior Plant Mechanic - Instrumentation Technician	Electrical and Instrumentation Technician II	Operations Technician - Electrician	Mechanical and Electrical Maintenance Worker II	Instrumentation Technician/Electrician
	Unadjusted Top Monthly Salary	\$ 10,433	\$ 10,329	\$ 10,603	\$ 12,080	\$ 10,514	\$ 10,540		\$ 12,527	\$ 13,283	\$ 8,904	\$ 10,856	\$ 9,731	\$ 12,395
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62		2%@60	2%@62	2%@62	2%@62	2%@62	2%@62
	Employee Cost Share					\$ -22								
	Social Security			\$ 657	\$ 749						\$ 552	\$ 673	\$ 603	
	Deferred Compensation			\$ 424	\$ 266		\$ 100		\$ 103	\$ 192		\$ 217		\$ 42
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,656	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656	\$ 2,538	\$ 2,389	\$ 2,379	\$ 2,379	\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167		\$ 150	\$ 193	\$ 154	\$ 125	\$ 178	\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26		\$ 13	\$ 22	\$ 24	\$ 42		\$ 22
	Other Ins.	\$ 83										\$ 125		
Leaves	Vacation	\$ 602	\$ 596	\$ 652	\$ 697	\$ 607	\$ 608		\$ 723	\$ 766	\$ 514	\$ 919	\$ 599	\$ 715
	Holidays	\$ 522	\$ 516	\$ 571	\$ 650	\$ 637	\$ 527		\$ 771	\$ 715	\$ 411	\$ 543	\$ 374	\$ 727
	Admin Leave				\$ 139		\$ 142			\$ 153				
	Auto													
Benefit Package Total		\$ 4,831	\$ 4,063	\$ 5,202	\$ 5,431	\$ 3,652	\$ 4,226	\$ 0	\$ 4,571	\$ 4,580	\$ 4,044	\$ 5,022	\$ 4,133	\$ 4,823

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Electrical and Instrumentation Technician III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Senior Plant Mechanic - Instrumentation Technician	\$ 13,283	\$ 10,601	\$ 10,055	\$ 4,580	\$ 17,863	7/1/2023	7/1/2024	4.50%
2	Fairfield Suisun Sewer District	Electrical and Instrumentation Technician II	\$ 12,080	\$ 10,643	\$ 11,820	\$ 5,431	\$ 17,511	4/5/2024	unknown	unknown
3	Union Sanitary District	Instrumentation Technician/Electrician	\$ 12,395	\$ 10,478	\$ 10,269	\$ 4,823	\$ 17,218	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
4	Oro Loma Sanitary District	Electrical and Instrumentation Technician	\$ 12,527	\$ 10,643	\$ 11,195	\$ 4,571	\$ 17,098	6/26/2023	6/24/2024	2.00% - 5.00%
5	Tahoe City Public Utility District	Operations Technician - Electrician	\$ 10,856	\$ 11,157	\$ 10,867	\$ 5,022	\$ 15,878	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
6	Delta Diablo Sanitation District	Electrical/Instrumentation Technician II	\$ 10,603	\$ 9,204	\$ 9,746	\$ 5,202	\$ 15,805	7/9/2023	unknown	4.00%
7	<b>Tahoe Truckee Sanitation</b>	<b>Electrical and Instrumentation Technician III</b>	<b>\$ 10,433</b>	<b>\$ 10,433</b>	<b>\$ 10,433</b>	<b>\$ 4,831</b>	<b>\$ 15,264</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
8	Napa Sanitation District	Equipment Maintenance Specialist II	\$ 10,540	\$ 9,539	\$ 9,751	\$ 4,226	\$ 14,766	7/8/2023	unknown	unknown
9	Central Marin Sanitation Agency	Electrical and Instrumentation Technician II	\$ 10,329	\$ 8,494	\$ 8,146	\$ 4,063	\$ 14,392	6/25/2023	6/23/2024	CPI
10	Monterey One Water	Electrician/Instrumentation Technician II	\$ 10,514	\$ 9,413	\$ 8,895	\$ 3,652	\$ 14,166	6/25/2023	unknown	unknown
11	Truckee Sanitary District	Mechanical and Electrical Maintenance Worker II	\$ 9,731	\$ 9,731	\$ 9,731	\$ 4,133	\$ 13,864	12/29/2023	unknown	unknown
12	South Tahoe Public Utility District <sup>1</sup>	Electrical and Instrumentation Technician II	\$ 8,904	\$ 8,376	\$ 9,003	\$ 4,044	\$ 12,948	10/4/2024	unknown	unknown
13	North Tahoe Public Utility District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 11,069	\$ 9,844	\$ 9,953	\$ 15,592
% Tahoe Truckee Sanitation Agency Above/Below	-6.1%	5.6%	4.6%	-2.1%
Median of Comparators	\$ 10,603	\$ 9,731	\$ 9,751	\$ 15,805
% Tahoe Truckee Sanitation Agency Above/Below	-1.6%	6.7%	6.5%	-3.5%
75th Percentile	\$ 12,238	\$ 10,622	\$ 10,568	\$ 17,158
% Tahoe Truckee Sanitation Agency Above/Below	-17.3%	-1.8%	-1.3%	-12.4%
Number of Matches	11	11	11	11

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)**  
**May 2024**

**Electrical and Instrumentation Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
2	Oro Loma Sanitary District <sup>1</sup>	[Electrical and Instrumentation Technician/ Maintenance Manager]	\$ 14,914	\$ 12,671	\$ 13,328	\$ 5,758	\$ 20,672	6/26/2023	6/24/2024	2.00% - 5.00%
1	Fairfield Suisun Sewer District	Maintenance Supervisor	\$ 14,458	\$ 12,738	\$ 14,147	\$ 7,927	\$ 22,385	4/5/2024	unknown	unknown
4	Napa Sanitation District	Plant Maintenance Supervisor	\$ 12,828	\$ 11,609	\$ 11,867	\$ 4,503	\$ 17,331	7/8/2023	unknown	unknown
3	Tahoe Truckee Sanitation	Electrical and Instrumentation Supervisor	\$ 12,736	\$ 12,736	\$ 12,736	\$ 5,079	\$ 17,815	9/20/2023	7/1/2024	3.23%
5	Truckee Sanitary District	Mechanical and Electrical Maintenance Supervisor	\$ 12,381	\$ 12,381	\$ 12,381	\$ 4,562	\$ 16,943	12/29/2023	unknown	unknown
6	South Tahoe Public Utility District <sup>2</sup>	Electrical and Instrumentation Supervisor	\$ 12,267	\$ 11,540	\$ 12,404	\$ 4,602	\$ 16,869	10/4/2024	unknown	unknown
7	Central Marin Sanitation Agency	N/C								
8	Delta Diablo Sanitation District	N/C								
9	Monterey One Water	N/C								
10	North Tahoe Public Utility District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 13,370	\$ 12,188	\$ 12,825	\$ 18,840
% Tahoe Truckee Sanitation Agency Above/Below	-5.0%	4.3%	-0.7%	-5.8%
Median of Comparators	\$ 12,828	\$ 12,381	\$ 12,404	\$ 17,331
% Tahoe Truckee Sanitation Agency Above/Below	-0.7%	2.8%	2.6%	2.7%
75th Percentile	\$ 14,458	\$ 12,671	\$ 13,328	\$ 20,672
% Tahoe Truckee Sanitation Agency Above/Below	-13.5%	0.5%	-4.6%	-16.0%
Number of Matches	5	5	5	5

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Electrical and Instrumentation Supervisor	N/C	N/C	Maintenance Supervisor	N/C	Plant Maintenance Supervisor	N/C	[Electrical and Instrumentation Technician/ Maintenance Manager]	N/C	Electrical and Instrumentation Supervisor	N/C	Mechanical and Electrical Maintenance Supervisor	N/C
	Unadjusted Top Monthly Salary	\$ 12,736			\$ 14,458		\$ 12,828		\$ 14,914		\$ 12,267		\$ 12,381	
Retirement	PEPRA	2%@62			2%@62		2%@62		2%@60		2%@62		2%@62	
	Employee Cost Share													
	Social Security				\$ 871						\$ 761		\$ 768	
	Deferred Compensation				\$ 1,301		\$ 100		\$ 1,005					
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417			\$ 2,656		\$ 2,656		\$ 2,656		\$ 2,389		\$ 2,379	
	Dental	\$ 207			\$ 263		\$ 167		\$ 150		\$ 154		\$ 178	
	Vision				\$ 11		\$ 26		\$ 13		\$ 24			
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 735			\$ 834		\$ 740		\$ 860		\$ 708		\$ 762	
	Holidays	\$ 637			\$ 779		\$ 641		\$ 918		\$ 566		\$ 476	
	Admin Leave				\$ 1,213		\$ 173							
Allow	Auto													
Benefit Package Total		\$ 5,079	\$ 0	\$ 0	\$ 7,927	\$ 0	\$ 4,503	\$ 0	\$ 5,758	\$ 0	\$ 4,602	\$ 0	\$ 4,562	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Electrical and Instrumentation Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Fairfield Suisun Sewer District	Maintenance Supervisor	\$ 14,458	\$ 12,738	\$ 14,147	\$ 7,927	\$ 22,385	4/5/2024	unknown	unknown
2	Oro Loma Sanitary District <sup>1</sup>	[Electrical and Instrumentation Technician/ Maintenance Manager]	\$ 14,914	\$ 12,671	\$ 13,328	\$ 5,758	\$ 20,672	6/26/2023	6/24/2024	2.00% - 5.00%
3	Tahoe Truckee Sanitation	Electrical and Instrumentation Supervisor	\$ 12,736	\$ 12,736	\$ 12,736	\$ 5,079	\$ 17,815	9/20/2023	7/1/2024	3.23%
4	Napa Sanitation District	Plant Maintenance Supervisor	\$ 12,828	\$ 11,609	\$ 11,867	\$ 4,503	\$ 17,331	7/8/2023	unknown	unknown
5	Truckee Sanitary District	Mechanical and Electrical Maintenance Supervisor	\$ 12,381	\$ 12,381	\$ 12,381	\$ 4,562	\$ 16,943	12/29/2023	unknown	unknown
6	South Tahoe Public Utility District <sup>2</sup>	Electrical and Instrumentation Supervisor	\$ 12,267	\$ 11,540	\$ 12,404	\$ 4,602	\$ 16,869	10/4/2024	unknown	unknown
7	Central Marin Sanitation Agency	N/C								
8	Delta Diablo Sanitation District	N/C								
9	Monterey One Water	N/C								
10	North Tahoe Public Utility District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 13,370	\$ 12,188	\$ 12,825	\$ 18,840
% Tahoe Truckee Sanitation Agency Above/Below	-5.0%	4.3%	-0.7%	-5.8%
Median of Comparators	\$ 12,828	\$ 12,381	\$ 12,404	\$ 17,331
% Tahoe Truckee Sanitation Agency Above/Below	-0.7%	2.8%	2.6%	2.7%
75th Percentile	\$ 14,458	\$ 12,671	\$ 13,328	\$ 20,672
% Tahoe Truckee Sanitation Agency Above/Below	-13.5%	0.5%	-4.6%	-16.0%
Number of Matches	5	5	5	5

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)**  
**May 2024**

**Executive Assistant-Board Clerk**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
2	Silicon Valley Clean Water <sup>3</sup>	[Administrative Assistant II/ Business Operations Associate]	\$ 13,678	\$ 10,916	\$ 10,354	\$ 4,628	\$ 18,306	7/1/2023	unknown	unknown
1	Fairfield Suisun Sewer District	Management Analyst	\$ 12,990	\$ 11,445	\$ 12,710	\$ 7,442	\$ 20,432	4/5/2024	unknown	unknown
4	Union Sanitary District	Executive Assistant to the General Manager/Board	\$ 11,939	\$ 10,093	\$ 9,892	\$ 4,925	\$ 16,864	9/1/2023	9/1/2024	unknown
3	Delta Diablo Sanitation District <sup>1</sup>	[Administrative Assistant III/ Office Manager/Secretary to the Board]	\$ 11,280	\$ 9,791	\$ 10,367	\$ 6,066	\$ 17,346	7/9/2023	unknown	4.00%
5	Tahoe City Public Utility District	Executive Assistant	\$ 11,074	\$ 11,381	\$ 11,085	\$ 5,282	\$ 16,356	1/1/2024	unknown	unknown
7	Truckee Sanitary District	Executive Assistant-Board Clerk	\$ 9,975	\$ 9,975	\$ 9,975	\$ 4,173	\$ 14,148	12/29/2023	unknown	unknown
6	North Tahoe Public Utility District <sup>2</sup>	[Contracts and Planning Coordinator/ Board Secretary/Administrative Liaison]	\$ 9,856	\$ 10,129	\$ 9,866	\$ 4,980	\$ 14,836	7/9/2023	7/1/2024	2.50% - 4.00%
8	<b>Tahoe Truckee Sanitation</b>	<b>Executive Assistant-Board Clerk</b>	<b>\$ 9,302</b>	<b>\$ 9,302</b>	<b>\$ 9,302</b>	<b>\$ 4,709</b>	<b>\$ 14,011</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
9	Central Marin Sanitation Agency	N/C								
10	Monterey One Water	N/C								
11	Napa Sanitation District	N/C								
12	Oro Loma Sanitary District	N/C								
13	South Tahoe Public Utility District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 11,542	\$ 10,533	\$ 10,607	\$ 16,898
% Tahoe Truckee Sanitation Agency Above/Below	-24.1%	-13.2%	-14.0%	-20.6%
Median of Comparators	\$ 11,280	\$ 10,129	\$ 10,354	\$ 16,864
% Tahoe Truckee Sanitation Agency Above/Below	-21.3%	-8.9%	-11.3%	-20.4%
75th Percentile	\$ 12,465	\$ 11,149	\$ 10,726	\$ 17,826
% Tahoe Truckee Sanitation Agency Above/Below	-34.0%	-19.9%	-15.3%	-27.2%
Number of Matches	7	7	7	7

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.  
N/C - Non Comparator

- 1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 2 - North Tahoe Public Utility District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.
- 3 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.



Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Executive Assistant-Board Clerk	N/C	[Administrative Assistant III/ Office Manager/Secretary to the Board]	Management Analyst	N/C	N/C	[Contracts and Planning Coordinator/ Board Secretary/Administrative Liaison]	N/C	[Administrative Assistant II/ Business Operations Associate]	N/C	Executive Assistant	Executive Assistant-Board Clerk	Executive Assistant to the General Manager/Board
	Unadjusted Top Monthly Salary	\$ 9,302		\$ 11,280	\$ 12,990			\$ 9,856		\$ 13,678		\$ 11,074	\$ 9,975	\$ 11,939
Retirement	PEPRA	2%@62		2%@62	2%@62			2%@62		2%@62		2%@62	2%@62	2%@62
	Employee Cost Share													
	Social Security			\$ 699	\$ 805			\$ 611				\$ 687	\$ 618	
	Deferred Compensation			\$ 451	\$ 1,169					\$ 192		\$ 221		\$ 254
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417		\$ 2,656	\$ 2,656			\$ 2,637		\$ 2,538		\$ 2,379	\$ 2,379	\$ 3,174
	Dental	\$ 207		\$ 211	\$ 263			\$ 135		\$ 193		\$ 125	\$ 178	\$ 144
	Vision			\$ 31	\$ 11			\$ 55		\$ 22		\$ 42		\$ 22
	Other Ins.	\$ 83						\$ 292				\$ 125		
Leaves	Vacation	\$ 537		\$ 694	\$ 749			\$ 607		\$ 789		\$ 937	\$ 614	\$ 689
	Holidays	\$ 465		\$ 607	\$ 699			\$ 455		\$ 737		\$ 554	\$ 384	\$ 643
	Admin Leave			\$ 217	\$ 1,090			\$ 190		\$ 158		\$ 213		
Allow	Auto			\$ 500										
Benefit Package Total		\$ 4,709	\$ 0	\$ 6,066	\$ 7,442	\$ 0	\$ 0	\$ 4,980	\$ 0	\$ 4,628	\$ 0	\$ 5,282	\$ 4,173	\$ 4,925

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Executive Assistant-Board Clerk**

Rank	Comparator Agency	Classification Title	Top Monthly Salary				Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living						
1	Fairfield Suisun Sewer District	Management Analyst	\$ 12,990	\$ 11,445	\$ 12,710		\$ 7,442	\$ 20,432	4/5/2024	unknown	unknown
2	Silicon Valley Clean Water <sup>3</sup>	[Administrative Assistant II/ Business Operations Associate]	\$ 13,678	\$ 10,916	\$ 10,354		\$ 4,628	\$ 18,306	7/1/2023	unknown	unknown
3	Delta Diablo Sanitation District <sup>1</sup>	[Administrative Assistant III/ Office Manager/Secretary to the Board]	\$ 11,280	\$ 9,791	\$ 10,367		\$ 6,066	\$ 17,346	7/9/2023	unknown	4.00%
4	Union Sanitary District	Executive Assistant to the General Manager/Board	\$ 11,939	\$ 10,093	\$ 9,892		\$ 4,925	\$ 16,864	9/1/2023	9/1/2024	unknown
5	Tahoe City Public Utility District	Executive Assistant	\$ 11,074	\$ 11,381	\$ 11,085		\$ 5,282	\$ 16,356	1/1/2024	unknown	unknown
6	North Tahoe Public Utility District <sup>2</sup>	[Contracts and Planning Coordinator/ Board Secretary/Administrative Liaison]	\$ 9,856	\$ 10,129	\$ 9,866		\$ 4,980	\$ 14,836	7/9/2023	7/1/2024	2.50% - 4.00%
7	Truckee Sanitary District	Executive Assistant-Board Clerk	\$ 9,975	\$ 9,975	\$ 9,975		\$ 4,173	\$ 14,148	12/29/2023	unknown	unknown
8	Tahoe Truckee Sanitation	Executive Assistant-Board Clerk	\$ 9,302	\$ 9,302	\$ 9,302		\$ 4,709	\$ 14,011	9/20/2023	7/1/2024	3.23%
9	Central Marin Sanitation Agency	N/C									
10	Monterey One Water	N/C									
11	Napa Sanitation District	N/C									
12	Oro Loma Sanitary District	N/C									
13	South Tahoe Public Utility District	N/C									

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 11,542	\$ 10,533	\$ 10,607	\$ 16,898
% Tahoe Truckee Sanitation Agency Above/Below	-24.1%	-13.2%	-14.0%	-20.6%
Median of Comparators	\$ 11,280	\$ 10,129	\$ 10,354	\$ 16,864
% Tahoe Truckee Sanitation Agency Above/Below	-21.3%	-8.9%	-11.3%	-20.4%
75th Percentile	\$ 12,465	\$ 11,149	\$ 10,726	\$ 17,826
% Tahoe Truckee Sanitation Agency Above/Below	-34.0%	-19.9%	-15.3%	-27.2%
Number of Matches	7	7	7	7

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - North Tahoe Public Utility District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.

3 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)**  
**May 2024**

**Finance and Administrative Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Chief Financial Officer	\$ 28,975	\$ 23,125	\$ 21,934	\$ 8,156	\$ 37,131	7/1/2023	unknown	unknown
3	Union Sanitary District <sup>5</sup>	[Coach, Finance and Acquisition Services/ Manager, Business Services/Chief Financial Officer]	\$ 21,373	\$ 18,067	\$ 17,708	\$ 6,731	\$ 28,104	9/1/2023	9/1/2024	unknown
2	Fairfield Suisun Sewer District	Director of Administrative Services	\$ 20,199	\$ 17,796	\$ 19,764	\$ 9,566	\$ 29,765	4/5/2024	unknown	unknown
4	North Tahoe Public Utility District	Chief Financial Officer	\$ 20,030	\$ 20,586	\$ 20,050	\$ 7,073	\$ 27,103	7/9/2023	7/1/2024	2.50% - 4.00%
5	Delta Diablo Sanitation District <sup>1</sup>	[Finance Manager/ Business Services Director]	\$ 19,275	\$ 16,732	\$ 17,716	\$ 7,634	\$ 26,909	7/9/2023	unknown	4.00%
7	Truckee Sanitary District	Finance and Administrative Department Manager	\$ 18,490	\$ 18,490	\$ 18,490	\$ 5,277	\$ 23,767	12/29/2023	unknown	unknown
8	Monterey One Water <sup>2</sup>	[Controller/ Chief Finance Officer]	\$ 18,407	\$ 16,479	\$ 15,573	\$ 5,065	\$ 23,472	3/4/2024	unknown	unknown
6	Napa Sanitation District	Finance Director	\$ 18,188	\$ 16,460	\$ 16,825	\$ 6,142	\$ 24,330	7/8/2023	unknown	unknown
9	South Tahoe Public Utility District <sup>3</sup>	Chief Financial Officer	\$ 17,775	\$ 16,722	\$ 17,973	\$ 5,284	\$ 23,059	10/4/2024	unknown	unknown
11	<b>Tahoe Truckee Sanitation</b>	<b>Finance and Administrative Department Manager</b>	<b>\$ 15,704</b>	<b>\$ 15,704</b>	<b>\$ 15,704</b>	<b>\$ 6,304</b>	<b>\$ 22,008</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
10	Tahoe City Public Utility District <sup>4</sup>	[Accounting Manager/ Chief Financial Officer]	\$ 15,471	\$ 15,900	\$ 15,486	\$ 6,831	\$ 22,302	1/1/2024	unknown	unknown
12	Central Marin Sanitation Agency	N/C								
13	Oro Loma Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 19,818	\$ 18,036	\$ 18,152	\$ 26,594
% Tahoe Truckee Sanitation Agency Above/Below	-26.2%	-14.8%	-15.6%	-20.8%
Median of Comparators	\$ 18,883	\$ 17,264	\$ 17,845	\$ 25,620
% Tahoe Truckee Sanitation Agency Above/Below	-20.2%	-9.9%	-13.6%	-16.4%
75th Percentile	\$ 20,157	\$ 18,384	\$ 19,446	\$ 27,854
% Tahoe Truckee Sanitation Agency Above/Below	-28.4%	-17.1%	-23.8%	-26.6%
Number of Matches	10	10	10	10

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

4 - Tahoe City Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

5 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Finance and Administrative Department Manager	N/C	[Finance Manager/ Business Services Director]	Director of Administrative Services	[Controller/ Chief Finance Officer]	Finance Director	Chief Financial Officer	N/C	Chief Financial Officer	Chief Financial Officer	[Accounting Manager/ Chief Financial Officer]	Finance and Administrative Department Manager	[Coach, Finance and Acquisition Services/ Manager, Business Services/Chief Financial Officer]
Unadjusted Top Monthly Salary		\$ 15,704		\$ 19,275	\$ 20,199	\$ 18,407	\$ 18,188	\$ 20,030		\$ 28,975	\$ 17,775	\$ 15,471	\$ 18,490	\$ 21,373
Retirement	PEPRA	2%@62		2%@62	2%@62	2%@62	2%@62	2%@62		2%@62	2%@62	2%@62	2%@62	2%@62
	Employee Cost Share					\$ -39								
	Social Security			\$ 871	\$ 871			\$ 871			\$ 871	\$ 871	\$ 871	
	Deferred Compensation			\$ 771	\$ 1,818		\$ 250			\$ 385		\$ 309		\$ 350
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417		\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656	\$ 2,637		\$ 2,538	\$ 2,389	\$ 2,379	\$ 2,379	\$ 3,174
	Dental	\$ 207		\$ 211	\$ 263		\$ 167	\$ 135		\$ 193	\$ 154	\$ 125	\$ 178	\$ 144
	Vision			\$ 31	\$ 11		\$ 26	\$ 55		\$ 22	\$ 24	\$ 42		\$ 22
	Other Ins.	\$ 83						\$ 125				\$ 125		
Leaves	Vacation	\$ 1,812		\$ 1,186	\$ 1,165	\$ 1,062	\$ 1,049	\$ 1,541		\$ 2,229	\$ 1,025	\$ 1,309	\$ 1,138	\$ 1,233
	Holidays	\$ 785		\$ 1,038	\$ 1,088	\$ 1,115	\$ 909	\$ 924		\$ 1,560	\$ 820	\$ 774	\$ 711	\$ 1,151
	Admin Leave			\$ 371	\$ 1,694	\$ 496	\$ 1,084	\$ 385		\$ 780		\$ 298		\$ 658
Allow	Auto			\$ 500				\$ 400		\$ 450		\$ 600		
Benefit Package Total		\$ 6,304	\$ 0	\$ 7,634	\$ 9,566	\$ 5,065	\$ 6,142	\$ 7,073	\$ 0	\$ 8,156	\$ 5,284	\$ 6,831	\$ 5,277	\$ 6,731

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Finance and Administrative Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Chief Financial Officer	\$ 28,975	\$ 23,125	\$ 21,934	\$ 8,156	\$ 37,131	7/1/2023	unknown	unknown
2	Fairfield Suisun Sewer District	Director of Administrative Services	\$ 20,199	\$ 17,796	\$ 19,764	\$ 9,566	\$ 29,765	4/5/2024	unknown	unknown
3	Union Sanitary District <sup>5</sup>	[Coach, Finance and Acquisition Services/ Manager, Business Services/Chief Financial Officer]	\$ 21,373	\$ 18,067	\$ 17,708	\$ 6,731	\$ 28,104	9/1/2023	9/1/2024	unknown
4	North Tahoe Public Utility District	Chief Financial Officer	\$ 20,030	\$ 20,586	\$ 20,050	\$ 7,073	\$ 27,103	7/9/2023	7/1/2024	2.50% - 4.00%
5	Delta Diablo Sanitation District <sup>1</sup>	[Finance Manager/ Business Services Director]	\$ 19,275	\$ 16,732	\$ 17,716	\$ 7,634	\$ 26,909	7/9/2023	unknown	4.00%
6	Napa Sanitation District	Finance Director	\$ 18,188	\$ 16,460	\$ 16,825	\$ 6,142	\$ 24,330	7/8/2023	unknown	unknown
7	Truckee Sanitary District	Finance and Administrative Department Manager	\$ 18,490	\$ 18,490	\$ 18,490	\$ 5,277	\$ 23,767	12/29/2023	unknown	unknown
8	Monterey One Water <sup>2</sup>	[Controller/ Chief Finance Officer]	\$ 18,407	\$ 16,479	\$ 15,573	\$ 5,065	\$ 23,472	3/4/2024	unknown	unknown
9	South Tahoe Public Utility District <sup>3</sup>	Chief Financial Officer	\$ 17,775	\$ 16,722	\$ 17,973	\$ 5,284	\$ 23,059	10/4/2024	unknown	unknown
10	Tahoe City Public Utility District <sup>4</sup>	[Accounting Manager/ Chief Financial Officer]	\$ 15,471	\$ 15,900	\$ 15,486	\$ 6,831	\$ 22,302	1/1/2024	unknown	unknown
11	Tahoe Truckee Sanitation	Finance and Administrative Department Manager	\$ 15,704	\$ 15,704	\$ 15,704	\$ 6,304	\$ 22,008	9/20/2023	7/1/2024	3.23%
12	Central Marin Sanitation Agency	N/C								
13	Oro Loma Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 19,818	\$ 18,036	\$ 18,152	\$ 26,594
% Tahoe Truckee Sanitation Agency Above/Below	-26.2%	-14.8%	-15.6%	-20.8%
Median of Comparators	\$ 18,883	\$ 17,264	\$ 17,845	\$ 25,620
% Tahoe Truckee Sanitation Agency Above/Below	-20.2%	-9.9%	-13.6%	-16.4%
75th Percentile	\$ 20,157	\$ 18,384	\$ 19,446	\$ 27,854
% Tahoe Truckee Sanitation Agency Above/Below	-28.4%	-17.1%	-23.8%	-26.6%
Number of Matches	10	10	10	10

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

- 1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 2 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 3 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.
- 4 - Tahoe City Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 5 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)  
May 2024**

**General Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Manager	\$ 34,485	\$ 27,522	\$ 26,105	\$ 8,575	\$ 43,060	7/1/2023	unknown	unknown
2	Fairfield Suisun Sewer District	General Manager	\$ 30,040	\$ 26,467	\$ 29,394	\$ 12,374	\$ 42,414	4/5/2024	unknown	unknown
3	Delta Diablo Sanitation District	General Manager	\$ 27,284	\$ 23,684	\$ 25,077	\$ 9,033	\$ 36,317	7/9/2023	unknown	4.00%
4	Central Marin Sanitation Agency	General Manager	\$ 26,746	\$ 21,995	\$ 21,093	\$ 7,378	\$ 34,124	6/23/2023	unknown	unknown
5	Monterey One Water	General Manager	\$ 26,357	\$ 23,596	\$ 22,298	\$ 9,553	\$ 35,910	12/24/2023	unknown	unknown
6	Oro Loma Sanitary District	General Manager	\$ 26,091	\$ 22,167	\$ 23,316	\$ 10,605	\$ 36,696	9/19/2023	6/24/2024	2.00% - 5.00%
7	South Tahoe Public Utility District <sup>1</sup>	General Manager	\$ 24,549	\$ 23,094	\$ 24,822	\$ 7,571	\$ 32,120	8/17/2023	8/15/2024	unknown
8	North Tahoe Public Utility District	General Manager/CEO	\$ 24,384	\$ 25,061	\$ 24,409	\$ 7,992	\$ 32,376	7/9/2023	7/1/2024	2.50% - 4.00%
9	Tahoe City Public Utility District	General Manager	\$ 24,064	\$ 24,732	\$ 24,088	\$ 8,687	\$ 32,751	1/1/2024	unknown	unknown
10	Napa Sanitation District	General Manager	\$ 23,707	\$ 21,454	\$ 21,930	\$ 8,680	\$ 32,387	7/8/2023	1/1/2025	2.70%
11	Truckee Sanitary District	General Manager/Chief Engineer	\$ 22,721	\$ 22,721	\$ 22,721	\$ 7,523	\$ 30,244	12/29/2023	unknown	unknown
12	Tahoe Truckee Sanitation	General Manager	\$ 21,609	\$ 21,609	\$ 21,609	\$ 7,731	\$ 29,340	9/20/2023	7/1/2024	3.23%
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 26,403	\$ 23,863	\$ 24,114	\$ 35,309
% Tahoe Truckee Sanitation Agency Above/Below	-22.2%	-10.4%	-11.6%	-20.3%
Median of Comparators	\$ 26,091	\$ 23,596	\$ 24,088	\$ 34,124
% Tahoe Truckee Sanitation Agency Above/Below	-20.7%	-9.2%	-11.5%	-16.3%
75th Percentile	\$ 27,015	\$ 24,897	\$ 24,950	\$ 36,506
% Tahoe Truckee Sanitation Agency Above/Below	-25.0%	-15.2%	-15.5%	-24.4%
Number of Matches	11	11	11	11

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		General Manager	General Manager	General Manager	General Manager	General Manager	General Manager	General Manager/CEO	General Manager	Manager	General Manager	General Manager	General Manager/Chief Engineer	N/C
	Unadjusted Top Monthly Salary	\$ 21,609	\$ 26,746	\$ 27,284	\$ 30,040	\$ 26,357	\$ 23,707	\$ 24,384	\$ 26,091	\$ 34,485	\$ 24,549	\$ 24,064	\$ 22,721	
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62	2%@60	2%@62	2%@62	2%@62	2%@62	
	Employee Cost Share					\$ -55								
	Social Security			\$ 871	\$ 871			\$ 871			\$ 871	\$ 871	\$ 871	
	Deferred Compensation			\$ 1,091	\$ 2,704	\$ 2,393	\$ 1,000		\$ 3,016	\$ 385		\$ 1,444		
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,658	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656	\$ 2,637	\$ 2,656	\$ 2,538	\$ 2,389	\$ 2,379	\$ 2,379	
	Dental	\$ 207	\$ 251	\$ 211	\$ 263		\$ 167	\$ 135	\$ 150	\$ 193	\$ 154	\$ 125	\$ 178	
	Vision		\$ 46	\$ 31	\$ 11		\$ 26	\$ 55	\$ 13	\$ 22	\$ 24	\$ 42		
	Other Ins.	\$ 83						\$ 125				\$ 125		
Leaves	Vacation	\$ 2,493	\$ 1,543	\$ 1,679	\$ 1,733	\$ 1,597	\$ 1,368	\$ 1,876	\$ 2,509	\$ 2,653	\$ 2,077	\$ 2,036	\$ 2,622	
	Holidays	\$ 1,080	\$ 1,337	\$ 1,469	\$ 1,618	\$ 2,027	\$ 1,185	\$ 1,125	\$ 1,606	\$ 1,857	\$ 1,133	\$ 1,203	\$ 874	
	Admin Leave		\$ 1,543	\$ 525	\$ 2,520	\$ 710	\$ 1,778	\$ 469		\$ 928	\$ 472	\$ 463		
Allow	Auto	\$ 450		\$ 500		\$ 450	\$ 500	\$ 700	\$ 500		\$ 450		\$ 600	
Benefit Package Total		\$ 7,731	\$ 7,378	\$ 9,033	\$ 12,374	\$ 9,553	\$ 8,680	\$ 7,992	\$ 10,605	\$ 8,575	\$ 7,571	\$ 8,687	\$ 7,523	\$ 0

**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Unadjusted (sorted by Total Compensation)  
May 2024**

**General Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Manager	\$ 34,485	\$ 27,522	\$ 26,105	\$ 8,575	\$ 43,060	7/1/2023	unknown	unknown
2	Fairfield Suisun Sewer District	General Manager	\$ 30,040	\$ 26,467	\$ 29,394	\$ 12,374	\$ 42,414	4/5/2024	unknown	unknown
3	Oro Loma Sanitary District	General Manager	\$ 26,091	\$ 22,167	\$ 23,316	\$ 10,605	\$ 36,696	9/19/2023	6/24/2024	2.00% - 5.00%
4	Delta Diablo Sanitation District	General Manager	\$ 27,284	\$ 23,684	\$ 25,077	\$ 9,033	\$ 36,317	7/9/2023	unknown	4.00%
5	Monterey One Water	General Manager	\$ 26,357	\$ 23,596	\$ 22,298	\$ 9,553	\$ 35,910	12/24/2023	unknown	unknown
6	Central Marin Sanitation Agency	General Manager	\$ 26,746	\$ 21,995	\$ 21,093	\$ 7,378	\$ 34,124	6/23/2023	unknown	unknown
7	Tahoe City Public Utility District	General Manager	\$ 24,064	\$ 24,732	\$ 24,088	\$ 8,687	\$ 32,751	1/1/2024	unknown	unknown
8	Napa Sanitation District	General Manager	\$ 23,707	\$ 21,454	\$ 21,930	\$ 8,680	\$ 32,387	7/8/2023	1/1/2025	2.70%
9	North Tahoe Public Utility District	General Manager/CEO	\$ 24,384	\$ 25,061	\$ 24,409	\$ 7,992	\$ 32,376	7/9/2023	7/1/2024	2.50% - 4.00%
10	South Tahoe Public Utility District <sup>1</sup>	General Manager	\$ 24,549	\$ 23,094	\$ 24,822	\$ 7,571	\$ 32,120	8/17/2023	8/15/2024	unknown
11	Truckee Sanitary District	General Manager/Chief Engineer	\$ 22,721	\$ 22,721	\$ 22,721	\$ 7,523	\$ 30,244	12/29/2023	unknown	unknown
12	<b>Tahoe Truckee Sanitation</b>	<b>General Manager</b>	<b>\$ 21,609</b>	<b>\$ 21,609</b>	<b>\$ 21,609</b>	<b>\$ 7,731</b>	<b>\$ 29,340</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 26,403	\$ 23,863	\$ 24,114	\$ 35,309
% Tahoe Truckee Sanitation Agency Above/Below	-22.2%	-10.4%	-11.6%	-20.3%
Median of Comparators	\$ 26,091	\$ 23,596	\$ 24,088	\$ 34,124
% Tahoe Truckee Sanitation Agency Above/Below	-20.7%	-9.2%	-11.5%	-16.3%
75th Percentile	\$ 27,015	\$ 24,897	\$ 24,950	\$ 36,506
% Tahoe Truckee Sanitation Agency Above/Below	-25.0%	-15.2%	-15.5%	-24.4%
Number of Matches	11	11	11	11

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.



**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)  
May 2024**

**Human Resources Administrator**

Human Resources Administrator			Top Monthly Salary							
Rank	Comparator Agency	Classification Title	Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living	Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
1	Silicon Valley Clean Water	Human Resources Director	\$ 19,832	\$ 15,828	\$ 15,013	\$ 6,265	\$ 26,097	7/1/2023	unknown	unknown
4	Union Sanitary District <sup>2</sup>	[Senior Human Resources Analyst/ Human Resources Manager]	\$ 16,332	\$ 13,806	\$ 13,531	\$ 6,013	\$ 22,345	9/1/2023	9/1/2024	unknown
2	Fairfield Suisun Sewer District	Human Resource Manager	\$ 16,205	\$ 14,277	\$ 15,856	\$ 8,426	\$ 24,631	4/5/2024	unknown	unknown
3	Delta Diablo Sanitation District	Human Resources and Risk Manager	\$ 15,804	\$ 13,718	\$ 14,525	\$ 7,028	\$ 22,832	7/9/2023	unknown	4.00%
6	South Tahoe Public Utility	Human Resources Director	\$ 14,731	\$ 13,858	\$ 14,895	\$ 4,968	\$ 19,699	10/4/2024	unknown	unknown
5	Tahoe City Public Utility District	Human Resources Manager	\$ 14,344	\$ 14,742	\$ 14,358	\$ 6,035	\$ 20,379	1/1/2024	unknown	unknown
9	Truckee Sanitary District	Human Resources and Risk Manager	\$ 13,303	\$ 13,303	\$ 13,303	\$ 4,712	\$ 18,015	12/29/2023	unknown	unknown
7	Tahoe Truckee Sanitation	Human Resources Administrator	\$ 12,993	\$ 12,993	\$ 12,993	\$ 5,856	\$ 18,849	9/20/2023	7/1/2024	3.23%
8	North Tahoe Public Utility District	Human Resources Manager	\$ 12,626	\$ 12,976	\$ 12,638	\$ 5,503	\$ 18,129	7/9/2023	7/1/2024	2.50% - 4.00%
10	Central Marin Sanitation Agency	N/C								
11	Monterey One Water	N/C								
12	Napa Sanitation District	N/C								
13	Oro Loma Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 15,397	\$ 14,064	\$ 14,265	\$ 21,516
% Tahoe Truckee Sanitation Agency Above/Below	-18.5%	-8.2%	-9.8%	-14.1%
Median of Comparators	\$ 15,268	\$ 13,832	\$ 14,442	\$ 21,362
% Tahoe Truckee Sanitation Agency Above/Below	-17.5%	-6.5%	-11.1%	-13.3%
75th Percentile	\$ 16,237	\$ 14,393	\$ 14,925	\$ 23,282
% Tahoe Truckee Sanitation Agency Above/Below	-25.0%	-10.8%	-14.9%	-23.5%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

2 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Human Resources Administrator	N/C	Human Resources and Risk Manager	Human Resource Manager	N/C	N/C	Human Resources Manager	N/C	Human Resources Director	Human Resources Director	Human Resources Manager	Human Resources and Risk Manager	[Senior Human Resources Analyst/ Human Resources Manager]
	Unadjusted Top Monthly Salary	\$ 12,993		\$ 15,804	\$ 16,205			\$ 12,626		\$ 19,832	\$ 14,731	\$ 14,344	\$ 13,303	\$ 16,332
Retirement	PEPRA	2%@62		2%@62	2%@62			2%@62		2%@62	2%@62	2%@62	2%@62	2%@62
	Employee Cost Share													
	Social Security			\$ 871	\$ 871			\$ 783			\$ 871	\$ 871	\$ 825	
	Deferred Compensation			\$ 632	\$ 1,458					\$ 385		\$ 287		\$ 350
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417		\$ 2,656	\$ 2,656			\$ 2,637		\$ 2,538	\$ 2,389	\$ 2,379	\$ 2,379	\$ 3,174
	Dental	\$ 207		\$ 211	\$ 263			\$ 135		\$ 193	\$ 154	\$ 125	\$ 178	\$ 144
	Vision			\$ 31	\$ 11			\$ 55		\$ 22	\$ 24	\$ 42		\$ 22
	Other Ins.	\$ 83						\$ 292				\$ 125		
Leaves	Vacation	\$ 1,499		\$ 973	\$ 935			\$ 777		\$ 1,526	\$ 850	\$ 1,214	\$ 819	\$ 942
	Holidays	\$ 650		\$ 851	\$ 873			\$ 583		\$ 1,068	\$ 680	\$ 717	\$ 512	\$ 879
	Admin Leave			\$ 304	\$ 1,359			\$ 243		\$ 534		\$ 276		\$ 503
Allow	Auto			\$ 500										
Benefit Package Total		\$ 5,856	\$ 0	\$ 7,028	\$ 8,426	\$ 0	\$ 0	\$ 5,503	\$ 0	\$ 6,265	\$ 4,968	\$ 6,035	\$ 4,712	\$ 6,013

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Human Resources Administrator**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Human Resources Director	\$ 19,832	\$ 15,828	\$ 15,013	\$ 6,265	\$ 26,097	7/1/2023	unknown	unknown
2	Fairfield Suisun Sewer District	Human Resource Manager	\$ 16,205	\$ 14,277	\$ 15,856	\$ 8,426	\$ 24,631	4/5/2024	unknown	unknown
3	Delta Diablo Sanitation District	Human Resources and Risk Manager	\$ 15,804	\$ 13,718	\$ 14,525	\$ 7,028	\$ 22,832	7/9/2023	unknown	4.00%
4	Union Sanitary District <sup>2</sup>	[Senior Human Resources Analyst/ Human Resources Manager]	\$ 16,332	\$ 13,806	\$ 13,531	\$ 6,013	\$ 22,345	9/1/2023	9/1/2024	unknown
5	Tahoe City Public Utility District	Human Resources Manager	\$ 14,344	\$ 14,742	\$ 14,358	\$ 6,035	\$ 20,379	1/1/2024	unknown	unknown
6	South Tahoe Public Utility District <sup>1</sup>	Human Resources Director	\$ 14,731	\$ 13,858	\$ 14,895	\$ 4,968	\$ 19,699	10/4/2024	unknown	unknown
7	Tahoe Truckee Sanitation	Human Resources Administrator	\$ 12,993	\$ 12,993	\$ 12,993	\$ 5,856	\$ 18,849	9/20/2023	7/1/2024	3.23%
8	North Tahoe Public Utility District	Human Resources Manager	\$ 12,626	\$ 12,976	\$ 12,638	\$ 5,503	\$ 18,129	7/9/2023	7/1/2024	2.50% - 4.00%
9	Truckee Sanitary District	Human Resources and Risk Manager	\$ 13,303	\$ 13,303	\$ 13,303	\$ 4,712	\$ 18,015	12/29/2023	unknown	unknown
10	Central Marin Sanitation Agency	N/C								
11	Monterey One Water	N/C								
12	Napa Sanitation District	N/C								
13	Oro Loma Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 15,397	\$ 14,064	\$ 14,265	\$ 21,516
% Tahoe Truckee Sanitation Agency Above/Below	-18.5%	-8.2%	-9.8%	-14.1%
Median of Comparators	\$ 15,268	\$ 13,832	\$ 14,442	\$ 21,362
% Tahoe Truckee Sanitation Agency Above/Below	-17.5%	-6.5%	-11.1%	-13.3%
75th Percentile	\$ 16,237	\$ 14,393	\$ 14,925	\$ 23,282
% Tahoe Truckee Sanitation Agency Above/Below	-25.0%	-10.8%	-14.9%	-23.5%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

2 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)**  
**May 2024**

**Information Technology Specialist II (Information Technology Specialist)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
2	Monterey One Water	Information Systems Analyst II	\$ 11,052	\$ 9,894	\$ 9,350	\$ 3,715	\$ 14,767	6/25/2023	unknown	unknown
1	Tahoe Truckee Sanitation	Information Technology Specialist II (Information Technology Specialist)	\$ 10,696	\$ 10,696	\$ 10,696	\$ 4,859	\$ 15,555	9/20/2023	7/1/2024	3.23%
3	North Tahoe Public Utility District	Operational and Information Technology Technician II	\$ 8,894	\$ 9,141	\$ 8,903	\$ 4,593	\$ 13,487	7/9/2023	7/1/2024	2.50% - 4.00%
4	Central Marin Sanitation Agency	N/C								
5	Delta Diablo Sanitation District	N/C								
6	Fairfield Suisun Sewer District	N/C								
7	Napa Sanitation District	N/C								
8	Oro Loma Sanitary District	N/C								
9	Silicon Valley Clean Water	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Number of Matches	2	2	2	2

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Information Technology Specialist II (Information Technology Specialist)	N/C	N/C	N/C	Information Systems Analyst II	N/C	Operational and Information Technology Technician II	N/C	N/C	N/C	N/C	N/C	N/C
	Unadjusted Top Monthly Salary	\$ 10,696				\$ 11,052		\$ 8,894						
Retirement	PEPRA	2%@62				2%@62		2%@62						
	Employee Cost Share					\$ -23								
	Social Security							\$ 551						
	Deferred Compensation													
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417				\$ 2,431		\$ 2,637						
	Dental	\$ 207						\$ 135						
	Vision							\$ 55						
	Other Ins.	\$ 83						\$ 292						
Leaves	Vacation	\$ 617				\$ 638		\$ 513						
	Holidays	\$ 535				\$ 670		\$ 410						
	Admin Leave													
Allow	Auto													
Benefit Package Total		\$ 4,859	\$ 0	\$ 0	\$ 0	\$ 3,715	\$ 0	\$ 4,593	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Information Technology Specialist II (Information Technology Specialist)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Tahoe Truckee Sanitation	Information Technology Specialist II (Information Technology Specialist)	\$ 10,696	\$ 10,696	\$ 10,696	\$ 4,859	\$ 15,555	9/20/2023	7/1/2024	3.23%
2	Monterey One Water	Information Systems Analyst II	\$ 11,052	\$ 9,894	\$ 9,350	\$ 3,715	\$ 14,767	6/25/2023	unknown	unknown
3	North Tahoe Public Utility District	Operational and Information Technology Technician II	\$ 8,894	\$ 9,141	\$ 8,903	\$ 4,593	\$ 13,487	7/9/2023	7/1/2024	2.50% - 4.00%
4	Central Marin Sanitation Agency	N/C								
5	Delta Diablo Sanitation District	N/C								
6	Fairfield Suisun Sewer District	N/C								
7	Napa Sanitation District	N/C								
8	Oro Loma Sanitary District	N/C								
9	Silicon Valley Clean Water	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Number of Matches	2	2	2	2

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)**  
**May 2024**

**Information Technology Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary					Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living	Benefits Package*	Total Monthly Comp*			
1	Central Marin Sanitation Agency	Information System Administrator	\$ 16,779	\$ 13,798	\$ 13,233	\$ 5,081	\$ 21,860	6/23/2023	unknown	unknown
4	Monterey One Water <sup>2</sup>	[Senior Information Systems Analyst/ Director of Information Systems/Chief Technology Officer]	\$ 15,506	\$ 13,881	\$ 13,118	\$ 4,948	\$ 20,454	2/26/2024	unknown	unknown
2	Union Sanitary District <sup>4</sup>	[Senior Information Technology Analyst/ Information Technology Administrator]	\$ 15,298	\$ 12,931	\$ 12,674	\$ 5,594	\$ 20,892	9/1/2023	9/1/2024	unknown
3	Delta Diablo Sanitation District <sup>1</sup>	[Systems Administrator/ Information Technology Manager]	\$ 14,552	\$ 12,632	\$ 13,375	\$ 6,310	\$ 20,862	7/9/2023	7/1/2024	2.00% - 5.00%
5	Tahoe City Public Utility District	Information Systems and Technology Administrator	\$ 12,985	\$ 13,345	\$ 12,998	\$ 5,733	\$ 18,718	1/1/2024	unknown	unknown
6	Tahoe Truckee Sanitation	Information Technology Supervisor	\$ 12,736	\$ 12,736	\$ 12,736	\$ 5,079	\$ 17,815	9/20/2023	7/1/2024	3.23%
7	South Tahoe Public Utility District <sup>3</sup>	Network Telecomm Systems Administrator II	\$ 10,894	\$ 10,248	\$ 11,015	\$ 4,374	\$ 15,268	10/4/2024	unknown	unknown
8	Fairfield Suisun Sewer District	N/C								
9	Napa Sanitation District	N/C								
10	North Tahoe Public Utility District	N/C								
11	Oro Loma Sanitary District	N/C								
12	Silicon Valley Clean Water	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 14,336	\$ 12,806	\$ 12,736	\$ 19,676
% Tahoe Truckee Sanitation Agency Above/Below	-12.6%	-0.5%	0.0%	-10.4%
Median of Comparators	\$ 14,925	\$ 13,138	\$ 13,058	\$ 20,658
% Tahoe Truckee Sanitation Agency Above/Below	-17.2%	-3.2%	-2.5%	-16.0%
75th Percentile	\$ 15,454	\$ 13,685	\$ 13,204	\$ 20,884
% Tahoe Truckee Sanitation Agency Above/Below	-21.3%	-7.4%	-3.7%	-17.2%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

4 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Information Technology Supervisor	Information System Administrator	[Systems Administrator/ Information Technology Manager]	N/C	[Senior Information Systems Analyst/ Director of Information Systems/Chief Technology Officer]	N/C	N/C	N/C	N/C	Network Telecomm Systems Administrator II	Information Systems and Technology Administrator	N/C	[Senior Information Technology Analyst/ Information Technology Administrator]
	Unadjusted Top Monthly Salary	\$ 12,736	\$ 16,779	\$ 14,552		\$ 15,506					\$ 10,894	\$ 12,985		\$ 15,298
Retirement	PEPRA	2%@62	2%@62	2%@62		2%@62					2%@62	2%@62		2%@62
	Employee Cost Share					\$ -33								
	Social Security			\$ 871							\$ 675	\$ 805		
	Deferred Compensation			\$ 582								\$ 260		\$ 254
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417	\$ 2,657	\$ 2,656		\$ 2,431					\$ 2,389	\$ 2,379		\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211							\$ 154	\$ 125		\$ 144
	Vision		\$ 45	\$ 31							\$ 24	\$ 42		\$ 22
	Other Ins.	\$ 83										\$ 125		
Leaves	Vacation	\$ 735	\$ 968	\$ 896		\$ 1,193					\$ 629	\$ 1,099		\$ 883
	Holidays	\$ 637	\$ 839	\$ 784		\$ 939					\$ 503	\$ 649		\$ 824
	Admin Leave		\$ 323	\$ 280		\$ 417						\$ 250		\$ 294
Allow	Auto													
Benefit Package Total		\$ 5,079	\$ 5,081	\$ 6,310	\$ 0	\$ 4,948	\$ 0	\$ 0	\$ 0	\$ 0	\$ 4,374	\$ 5,733	\$ 0	\$ 5,594



**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Information Technology Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Central Marin Sanitation Agency	Information System Administrator	\$ 16,779	\$ 13,798	\$ 13,233	\$ 5,081	\$ 21,860	6/23/2023	unknown	unknown
2	Union Sanitary District <sup>4</sup>	[Senior Information Technology Analyst/ Information Technology Administrator]	\$ 15,298	\$ 12,931	\$ 12,674	\$ 5,594	\$ 20,892	9/1/2023	9/1/2024	unknown
3	Delta Diablo Sanitation District <sup>1</sup>	[Systems Administrator/ Information Technology Manager]	\$ 14,552	\$ 12,632	\$ 13,375	\$ 6,310	\$ 20,862	7/9/2023	7/1/2024	2.00% - 5.00%
4	Monterey One Water <sup>2</sup>	[Senior Information Systems Analyst/ Director of Information Systems/Chief Technology Officer]	\$ 15,506	\$ 13,881	\$ 13,118	\$ 4,948	\$ 20,454	2/26/2024	unknown	unknown
5	Tahoe City Public Utility District	Information Systems and Technology Administrator	\$ 12,985	\$ 13,345	\$ 12,998	\$ 5,733	\$ 18,718	1/1/2024	unknown	unknown
6	Tahoe Truckee Sanitation	Information Technology Supervisor	\$ 12,736	\$ 12,736	\$ 12,736	\$ 5,079	\$ 17,815	9/20/2023	7/1/2024	3.23%
7	South Tahoe Public Utility	Network Telecomm Systems Administrator II	\$ 10,894	\$ 10,248	\$ 11,015	\$ 4,374	\$ 15,268	10/4/2024	unknown	unknown
8	Fairfield Suisun Sewer District	N/C								
9	Napa Sanitation District	N/C								
10	North Tahoe Public Utility District	N/C								
11	Oro Loma Sanitary District	N/C								
12	Silicon Valley Clean Water	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 14,336	\$ 12,806	\$ 12,736	\$ 19,676
% Tahoe Truckee Sanitation Agency Above/Below	-12.6%	-0.5%	0.0%	-10.4%
Median of Comparators	\$ 14,925	\$ 13,138	\$ 13,058	\$ 20,658
% Tahoe Truckee Sanitation Agency Above/Below	-17.2%	-3.2%	-2.5%	-16.0%
75th Percentile	\$ 15,454	\$ 13,685	\$ 13,204	\$ 20,884
% Tahoe Truckee Sanitation Agency Above/Below	-21.3%	-7.4%	-3.7%	-17.2%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

4 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)**  
**May 2024**

**Inventory Control Specialist**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Union Sanitary District	Storekeeper I	\$ 10,802	\$ 9,131	\$ 8,950	\$ 4,638	\$ 15,440	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
2	Delta Diablo Sanitation District	Warehouse Technician I	\$ 8,963	\$ 7,781	\$ 8,238	\$ 4,846	\$ 13,809	7/9/2023	unknown	4.00%
4	Monterey One Water	Storeroom Clerk	\$ 7,717	\$ 6,909	\$ 6,529	\$ 3,328	\$ 11,045	6/26/2023	unknown	unknown
3	<b>Tahoe Truckee Sanitation</b>	<b>Inventory Control Specialist</b>	<b>\$ 7,142</b>	<b>\$ 7,142</b>	<b>\$ 7,142</b>	<b>\$ 4,476</b>	<b>\$ 11,618</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
5	South Tahoe Public Utility District <sup>1</sup>	Shipping and Receiving Clerk	\$ 6,768	\$ 6,367	\$ 6,843	\$ 3,690	\$ 10,458	10/4/2024	unknown	unknown
6	Central Marin Sanitation Agency	N/C								
7	Fairfield Suisun Sewer District	N/C								
8	Napa Sanitation District	N/C								
9	North Tahoe Public Utility District	N/C								
10	Oro Loma Sanitary District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 8,563	\$ 7,547	\$ 7,640	\$ 12,688
% Tahoe Truckee Sanitation Agency Above/Below	-19.9%	-5.7%	-7.0%	-9.2%
Median of Comparators	\$ 8,340	\$ 7,345	\$ 7,541	\$ 12,427
% Tahoe Truckee Sanitation Agency Above/Below	-16.8%	-2.8%	-5.6%	-7.0%
75th Percentile	\$ 9,423	\$ 8,119	\$ 8,416	\$ 14,217
% Tahoe Truckee Sanitation Agency Above/Below	-31.9%	-13.7%	-17.8%	-22.4%
Number of Matches	4	4	4	4

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Inventory Control Specialist	N/C	Warehouse Technician I	N/C	Storeroom Clerk	N/C	N/C	N/C	N/C	Shipping and Receiving Clerk	N/C	N/C	Storekeeper I
	Unadjusted Top Monthly Salary	\$ 7,142		\$ 8,963		\$ 7,717					\$ 6,768			\$ 10,802
Retirement	PEPRA	2%@62		2%@62		2%@62					2%@62			2%@62
	Employee Cost Share					\$ -16								
	Social Security			\$ 556							\$ 420			
	Deferred Compensation			\$ 359										\$ 42
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417		\$ 2,656		\$ 2,431					\$ 2,389			\$ 3,174
	Dental	\$ 207		\$ 211							\$ 154			\$ 144
	Vision			\$ 31							\$ 24			\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 412		\$ 552		\$ 445					\$ 390			\$ 623
	Holidays	\$ 357		\$ 483		\$ 467					\$ 312			\$ 634
	Admin Leave													
Allow	Auto													
Benefit Package Total		\$ 4,476	\$ 0	\$ 4,846	\$ 0	\$ 3,328	\$ 0	\$ 0	\$ 0	\$ 0	\$ 3,690	\$ 0	\$ 0	\$ 4,638

**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Unadjusted (sorted by Total Compensation)  
May 2024**

**Inventory Control Specialist**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Union Sanitary District	Storekeeper I	\$ 10,802	\$ 9,131	\$ 8,950	\$ 4,638	\$ 15,440	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
2	Delta Diablo Sanitation District	Warehouse Technician I	\$ 8,963	\$ 7,781	\$ 8,238	\$ 4,846	\$ 13,809	7/9/2023	unknown	4.00%
3	<b>Tahoe Truckee Sanitation</b>	<b>Inventory Control Specialist</b>	<b>\$ 7,142</b>	<b>\$ 7,142</b>	<b>\$ 7,142</b>	<b>\$ 4,476</b>	<b>\$ 11,618</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
4	Monterey One Water	Storeroom Clerk	\$ 7,717	\$ 6,909	\$ 6,529	\$ 3,328	\$ 11,045	6/26/2023	unknown	unknown
5	South Tahoe Public Utility District <sup>1</sup>	Shipping and Receiving Clerk	\$ 6,768	\$ 6,367	\$ 6,843	\$ 3,690	\$ 10,458	10/4/2024	unknown	unknown
6	Central Marin Sanitation Agency	N/C								
7	Fairfield Suisun Sewer District	N/C								
8	Napa Sanitation District	N/C								
9	North Tahoe Public Utility District	N/C								
10	Oro Loma Sanitary District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 8,563	\$ 7,547	\$ 7,640	\$ 12,688
% Tahoe Truckee Sanitation Agency Above/Below	-19.9%	-5.7%	-7.0%	-9.2%
Median of Comparators	\$ 8,340	\$ 7,345	\$ 7,541	\$ 12,427
% Tahoe Truckee Sanitation Agency Above/Below	-16.8%	-2.8%	-5.6%	-7.0%
75th Percentile	\$ 9,423	\$ 8,119	\$ 8,416	\$ 14,217
% Tahoe Truckee Sanitation Agency Above/Below	-31.9%	-13.7%	-17.8%	-22.4%
Number of Matches	4	4	4	4

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)**  
**May 2024**

**Laboratory Director**

Rank	Comparator Agency	Classification Title	Top Monthly Salary				Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living						
1	Silicon Valley Clean Water	Laboratory Director	\$ 21,332	\$ 17,025	\$ 16,148		\$ 6,501	\$ 27,833	7/1/2023	unknown	unknown
3	Central Marin Sanitation Agency	Regulatory Control Manager	\$ 18,727	\$ 15,401	\$ 14,769		\$ 4,967	\$ 23,694	6/25/2023	6/23/2024	CPI
2	Delta Diablo Sanitation District	Laboratory Manager	\$ 16,543	\$ 14,360	\$ 15,205		\$ 7,157	\$ 23,700	7/9/2023	7/1/2024	2.00% - 5.00%
4	Union Sanitary District	Laboratory Director	\$ 15,977	\$ 13,506	\$ 13,237		\$ 5,683	\$ 21,660	9/1/2023	9/1/2024	unknown
5	Fairfield Suisun Sewer District <sup>1</sup>	[Laboratory Analyst Senior/ Lab Manager]	\$ 14,550	\$ 12,820	\$ 14,237		\$ 5,858	\$ 20,408	4/5/2024	unknown	unknown
6	Monterey One Water	Laboratory and Environmental Services Manager	\$ 14,205	\$ 12,717	\$ 12,018		\$ 4,464	\$ 18,669	6/25/2023	unknown	unknown
7	Tahoe Truckee Sanitation	Laboratory Director	\$ 12,736	\$ 12,736	\$ 12,736		\$ 5,813	\$ 18,549	9/20/2023	7/1/2024	3.23%
8	South Tahoe Public Utility District <sup>2</sup>	Lab Director	\$ 11,991	\$ 11,280	\$ 12,124		\$ 4,556	\$ 16,547	10/4/2024	unknown	unknown
9	Napa Sanitation District	N/C									
10	North Tahoe Public Utility District	N/C									
11	Oro Loma Sanitary District	N/C									
12	Tahoe City Public Utility District	N/C									
13	Truckee Sanitary District	N/C									

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 16,189	\$ 13,873	\$ 13,963	\$ 21,787
% Tahoe Truckee Sanitation Agency Above/Below	-27.1%	-8.9%	-9.6%	-17.5%
Median of Comparators	\$ 15,977	\$ 13,506	\$ 14,237	\$ 21,660
% Tahoe Truckee Sanitation Agency Above/Below	-25.4%	-6.0%	-11.8%	-16.8%
75th Percentile	\$ 17,635	\$ 14,881	\$ 14,987	\$ 23,697
% Tahoe Truckee Sanitation Agency Above/Below	-38.5%	-16.8%	-17.7%	-27.8%
Number of Matches	7	7	7	7

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Fairfield Suisun Sewer District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Laboratory Director	Regulatory Control Manager	Laboratory Manager	[Laboratory Analyst Senior/ Lab Manager]	Laboratory and Environmental Services Manager	N/C	N/C	N/C	Laboratory Director	Lab Director	N/C	N/C	Laboratory Director
	Unadjusted Top Monthly Salary	\$ 12,736	\$ 18,727	\$ 16,543	\$ 14,550	\$ 14,205				\$ 21,332	\$ 11,991			\$ 15,977
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62				2%@62	2%@62			2%@62
	Employee Cost Share					\$ -30								
	Social Security			\$ 871	\$ 871						\$ 743			
	Deferred Compensation			\$ 662	\$ 266					\$ 385				\$ 254
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417	\$ 2,656	\$ 2,656	\$ 2,656	\$ 2,431				\$ 2,538	\$ 2,389			\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263					\$ 193	\$ 154			\$ 144
	Vision		\$ 45	\$ 31	\$ 11					\$ 22	\$ 24			\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 1,470	\$ 1,080	\$ 1,018	\$ 839	\$ 820				\$ 1,641	\$ 692			\$ 922
	Holidays	\$ 637	\$ 936	\$ 891	\$ 783	\$ 861				\$ 1,149	\$ 553			\$ 860
	Admin Leave			\$ 318	\$ 168	\$ 382				\$ 574				\$ 307
	Auto			\$ 500										
Benefit Package Total		\$ 5,813	\$ 4,967	\$ 7,157	\$ 5,858	\$ 4,464	\$ 0	\$ 0	\$ 0	\$ 6,501	\$ 4,556	\$ 0	\$ 0	\$ 5,683

**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Unadjusted (sorted by Total Compensation)  
May 2024**

**Laboratory Director**

Rank	Comparator Agency	Classification Title	Top Monthly Salary					Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living	Benefits Package*	Total Monthly Comp*			
1	Silicon Valley Clean Water	Laboratory Director	\$ 21,332	\$ 17,025	\$ 16,148	\$ 6,501	\$ 27,833	7/1/2023	unknown	unknown
2	Delta Diablo Sanitation District	Laboratory Manager	\$ 16,543	\$ 14,360	\$ 15,205	\$ 7,157	\$ 23,700	7/9/2023	7/1/2024	2.00% - 5.00%
3	Central Marin Sanitation Agency	Regulatory Control Manager	\$ 18,727	\$ 15,401	\$ 14,769	\$ 4,967	\$ 23,694	6/25/2023	6/23/2024	CPI
4	Union Sanitary District	Laboratory Director	\$ 15,977	\$ 13,506	\$ 13,237	\$ 5,683	\$ 21,660	9/1/2023	9/1/2024	unknown
5	Fairfield Suisun Sewer District <sup>1</sup>	[Laboratory Analyst Senior/ Lab Manager]	\$ 14,550	\$ 12,820	\$ 14,237	\$ 5,858	\$ 20,408	4/5/2024	unknown	unknown
6	Monterey One Water	Laboratory and Environmental Services Manager	\$ 14,205	\$ 12,717	\$ 12,018	\$ 4,464	\$ 18,669	6/25/2023	unknown	unknown
7	Tahoe Truckee Sanitation	Laboratory Director	\$ 12,736	\$ 12,736	\$ 12,736	\$ 5,813	\$ 18,549	9/20/2023	7/1/2024	3.23%
8	South Tahoe Public Utility District <sup>2</sup>	Lab Director	\$ 11,991	\$ 11,280	\$ 12,124	\$ 4,556	\$ 16,547	10/4/2024	unknown	unknown
9	Napa Sanitation District	N/C								
10	North Tahoe Public Utility District	N/C								
11	Oro Loma Sanitary District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 16,189	\$ 13,873	\$ 13,963	\$ 21,787
% Tahoe Truckee Sanitation Agency Above/Below	-27.1%	-8.9%	-9.6%	-17.5%
Median of Comparators	\$ 15,977	\$ 13,506	\$ 14,237	\$ 21,660
% Tahoe Truckee Sanitation Agency Above/Below	-25.4%	-6.0%	-11.8%	-16.8%
75th Percentile	\$ 17,635	\$ 14,881	\$ 14,987	\$ 23,697
% Tahoe Truckee Sanitation Agency Above/Below	-38.5%	-16.8%	-17.7%	-27.8%
Number of Matches	7	7	7	7

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Fairfield Suisun Sewer District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)  
May 2024**

**Laboratory Technician (new)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Tahoe Truckee Sanitation	Laboratory Technician (new)	proposed							
2	Fairfield Suisun Sewer District	Laboratory Technician	\$ 8,942	\$ 7,879	\$ 8,750	\$ 4,851	\$ 13,793	5/4/2024	unknown	unknown
3	Monterey One Water	Laboratory Technician II	\$ 8,438	\$ 7,554	\$ 7,139	\$ 3,411	\$ 11,849	6/25/2023	unknown	unknown
4	South Tahoe Public Utility District	Laboratory Assistant	\$ 5,705	\$ 5,367	\$ 5,769	\$ 3,513	\$ 9,218	10/4/2023	unknown	unknown
5	Silicon Valley Clean Water	Laboratory Assistant	\$ 5,183	\$ 4,136	\$ 3,923	\$ 192	\$ 5,375	7/2/2023	unknown	unknown
6	Central Marin Sanitation Agency	N/C								
7	Delta Diablo Sanitation District	N/C								
8	Napa Sanitation District	N/C								
9	North Tahoe Public Utility District	N/C								
10	Oro Loma Sanitary District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 7,067	\$ 6,234	\$ 6,395	\$ 10,059
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Median of Comparators	\$ 7,072	\$ 6,461	\$ 6,454	\$ 10,534
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
75th Percentile	\$ 8,564	\$ 7,635	\$ 7,542	\$ 12,335
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Number of Matches	4	4	4	4

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator



**Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Laboratory Technician (new)	N/C	N/C	Laboratory Technician	Laboratory Technician II	N/C	N/C	N/C	Laboratory Assistant	Laboratory Assistant	N/C	N/C	N/C
Retirement	Unadjusted Top Monthly Salary				\$ 8,942	\$ 8,438				\$ 5,183	\$ 5,705			
	PEPRA				2%@62	2%@62					2%@62			
	Employee Cost Share					\$ -18								
	Social Security				\$ 554						\$ 354			
	Deferred Compensation				\$ 266					\$ 192				
Insurance	Other Ret.													
	Cafeteria													
	Health				\$ 2,656	\$ 2,431					\$ 2,389			
	Dental				\$ 263						\$ 154			
	Vision				\$ 11						\$ 24			
Leaves	Other Ins.													
	Vacation				\$ 516	\$ 487					\$ 329			
	Holidays				\$ 481	\$ 511					\$ 263			
Allow	Admin Leave				\$ 103									
	Auto													
Benefit Package Total		\$ 0	\$ 0	\$ 0	\$ 4,851	\$ 3,411	\$ 0	\$ 0	\$ 0	\$ 192	\$ 3,513	\$ 0	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Laboratory Technician (new)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Tahoe Truckee Sanitation	Laboratory Technician (new)	proposed							
2	Fairfield Suisun Sewer District	Laboratory Technician	\$ 8,942	\$ 7,879	\$ 8,750	\$ 4,851	\$ 13,793	5/4/2024	unknown	unknown
3	Monterey One Water	Laboratory Technician II	\$ 8,438	\$ 7,554	\$ 7,139	\$ 3,411	\$ 11,849	6/25/2023	unknown	unknown
4	South Tahoe Public Utility District	Laboratory Assistant	\$ 5,705	\$ 5,367	\$ 5,769	\$ 3,513	\$ 9,218	10/4/2023	unknown	unknown
5	Silicon Valley Clean Water	Laboratory Assistant	\$ 5,183	\$ 4,136	\$ 3,923	\$ 192	\$ 5,375	7/2/2023	unknown	unknown
6	Central Marin Sanitation Agency	N/C								
7	Delta Diablo Sanitation District	N/C								
8	Napa Sanitation District	N/C								
9	North Tahoe Public Utility District	N/C								
10	Oro Loma Sanitary District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 7,067	\$ 6,234	\$ 6,395	\$ 10,059
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Median of Comparators	\$ 7,072	\$ 6,461	\$ 6,454	\$ 10,534
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
75th Percentile	\$ 8,564	\$ 7,635	\$ 7,542	\$ 12,335
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Number of Matches	4	4	4	4

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)  
May 2024**

**Maintenance Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Maintenance Director	\$ 22,845	\$ 18,232	\$ 17,294	\$ 6,740	\$ 29,585	7/1/2023	unknown	unknown
2	Union Sanitary District	Manager, Maintenance and Technology Services	\$ 22,576	\$ 19,084	\$ 18,704	\$ 6,902	\$ 29,478	9/1/2023	9/1/2024	unknown
3	Delta Diablo Sanitation District <sup>1</sup>	[Maintenance Manager/ Resource Recovery Services Director]	\$ 20,052	\$ 17,406	\$ 18,430	\$ 7,770	\$ 27,822	7/9/2023	unknown	4.00%
5	Oro Loma Sanitary District	Maintenance Manager	\$ 17,300	\$ 14,698	\$ 15,460	\$ 6,193	\$ 23,493	6/26/2023	6/24/2024	2.00% - 5.00%
4	Fairfield Suisun Sewer District	Maintenance Manager	\$ 16,205	\$ 14,277	\$ 15,856	\$ 8,426	\$ 24,631	4/5/2024	unknown	unknown
6	<b>Tahoe Truckee Sanitation</b>	<b>Maintenance Department Manager</b>	<b>\$ 15,317</b>	<b>\$ 15,317</b>	<b>\$ 15,317</b>	<b>\$ 6,240</b>	<b>\$ 21,557</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
7	Central Marin Sanitation Agency	Maintenance Supervisor	\$ 14,675	\$ 12,068	\$ 11,573	\$ 4,814	\$ 19,489	6/25/2023	unknown	unknown
8	Monterey One Water	N/C								
9	Napa Sanitation District	N/C								
10	North Tahoe Public Utility District	N/C								
11	South Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 18,942	\$ 15,961	\$ 16,220	\$ 25,750
% Tahoe Truckee Sanitation Agency Above/Below	-23.7%	-4.2%	-5.9%	-19.4%
Median of Comparators	\$ 18,676	\$ 16,052	\$ 16,575	\$ 26,226
% Tahoe Truckee Sanitation Agency Above/Below	-21.9%	-4.8%	-8.2%	-21.7%
75th Percentile	\$ 21,945	\$ 18,026	\$ 18,146	\$ 29,064
% Tahoe Truckee Sanitation Agency Above/Below	-43.3%	-17.7%	-18.5%	-34.8%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Maintenance Department Manager	Maintenance Supervisor	[Maintenance Manager/ Resource Recovery Services Director]	Maintenance Manager	N/C	N/C	N/C	Maintenance Manager	Maintenance Director	N/C	N/C	N/C	Manager, Maintenance and Technology Services
	Unadjusted Top Monthly Salary	\$ 15,317	\$ 14,675	\$ 20,052	\$ 16,205				\$ 17,300	\$ 22,845				\$ 22,576
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62				2%@60	2%@62				2%@62
	Employee Cost Share													
	Social Security			\$ 871	\$ 871									
	Deferred Compensation			\$ 802	\$ 1,458				\$ 1,156	\$ 385				\$ 350
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,657	\$ 2,656	\$ 2,656				\$ 2,656	\$ 2,538				\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263				\$ 150	\$ 193				\$ 144
	Vision		\$ 45	\$ 31	\$ 11				\$ 13	\$ 22				\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 1,767	\$ 847	\$ 1,234	\$ 935				\$ 998	\$ 1,757				\$ 1,302
	Holidays	\$ 766	\$ 734	\$ 1,080	\$ 873				\$ 1,065	\$ 1,230				\$ 1,216
	Admin Leave		\$ 282	\$ 386	\$ 1,359					\$ 615				\$ 695
Allow	Auto			\$ 500										
Benefit Package Total		\$ 6,240	\$ 4,814	\$ 7,770	\$ 8,426	\$ 0	\$ 0	\$ 0	\$ 6,193	\$ 6,740	\$ 0	\$ 0	\$ 0	\$ 6,902

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Maintenance Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Maintenance Director	\$ 22,845	\$ 18,232	\$ 17,294	\$ 6,740	\$ 29,585	7/1/2023	unknown	unknown
2	Union Sanitary District	Manager, Maintenance and Technology Services	\$ 22,576	\$ 19,084	\$ 18,704	\$ 6,902	\$ 29,478	9/1/2023	9/1/2024	unknown
3	Delta Diablo Sanitation District <sup>1</sup>	[Maintenance Manager/ Resource Recovery Services Director]	\$ 20,052	\$ 17,406	\$ 18,430	\$ 7,770	\$ 27,822	7/9/2023	unknown	4.00%
4	Fairfield Suisun Sewer District	Maintenance Manager	\$ 16,205	\$ 14,277	\$ 15,856	\$ 8,426	\$ 24,631	4/5/2024	unknown	unknown
5	Oro Loma Sanitary District	Maintenance Manager	\$ 17,300	\$ 14,698	\$ 15,460	\$ 6,193	\$ 23,493	6/26/2023	6/24/2024	2.00% - 5.00%
6	Tahoe Truckee Sanitation	Maintenance Department Manager	\$ 15,317	\$ 15,317	\$ 15,317	\$ 6,240	\$ 21,557	9/20/2023	7/1/2024	3.23%
7	Central Marin Sanitation Agency	Maintenance Supervisor	\$ 14,675	\$ 12,068	\$ 11,573	\$ 4,814	\$ 19,489	6/25/2023	unknown	unknown
8	Monterey One Water	N/C								
9	Napa Sanitation District	N/C								
10	North Tahoe Public Utility District	N/C								
11	South Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 18,942	\$ 15,961	\$ 16,220	\$ 25,750
% Tahoe Truckee Sanitation Agency Above/Below	-23.7%	-4.2%	-5.9%	-19.4%
Median of Comparators	\$ 18,676	\$ 16,052	\$ 16,575	\$ 26,226
% Tahoe Truckee Sanitation Agency Above/Below	-21.9%	-4.8%	-8.2%	-21.7%
75th Percentile	\$ 21,945	\$ 18,026	\$ 18,146	\$ 29,064
% Tahoe Truckee Sanitation Agency Above/Below	-43.3%	-17.7%	-18.5%	-34.8%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)  
May 2024**

**Maintenance Mechanic III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
2	Silicon Valley Clean Water	Senior Plant Mechanic	\$ 12,425	\$ 9,916	\$ 9,405	\$ 4,474	\$ 16,899	7/1/2023	7/1/2024	4.50%
1	Fairfield Suisun Sewer District	Maintenance Mechanic II	\$ 11,797	\$ 10,394	\$ 11,543	\$ 5,379	\$ 17,176	4/5/2024	unknown	unknown
3	Union Sanitary District	Mechanic II	\$ 11,575	\$ 9,785	\$ 9,590	\$ 4,728	\$ 16,303	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
5	Napa Sanitation District	Equipment Maintenance Specialist II	\$ 10,540	\$ 9,539	\$ 9,751	\$ 4,226	\$ 14,766	7/8/2023	unknown	unknown
4	Delta Diablo Sanitation District	Maintenance Mechanic II	\$ 10,324	\$ 8,962	\$ 9,489	\$ 5,142	\$ 15,466	7/9/2023	unknown	4.00%
7	Central Marin Sanitation Agency	Mechanical Technician II	\$ 10,108	\$ 8,312	\$ 7,971	\$ 4,039	\$ 14,147	6/25/2023	6/23/2024	CPI
6	Oro Loma Sanitary District	Mechanic I	\$ 9,939	\$ 8,444	\$ 8,882	\$ 4,254	\$ 14,193	6/26/2023	6/24/2024	2.00% - 5.00%
8	Monterey One Water	Maintenance Mechanic II	\$ 9,916	\$ 8,878	\$ 8,390	\$ 3,583	\$ 13,499	6/25/2023	unknown	unknown
9	<b>Tahoe Truckee Sanitation</b>	<b>Maintenance Mechanic III</b>	<b>\$ 8,335</b>	<b>\$ 8,335</b>	<b>\$ 8,335</b>	<b>\$ 4,605</b>	<b>\$ 12,940</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
10	South Tahoe Public Utility District <sup>1</sup>	Maintenance Mechanical Technologist II	\$ 7,651	\$ 7,198	\$ 7,736	\$ 3,836	\$ 11,487	10/4/2024	unknown	unknown
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 10,475	\$ 9,048	\$ 9,195	\$ 14,882
% Tahoe Truckee Sanitation Agency Above/Below	-25.7%	-8.5%	-10.3%	-15.0%
Median of Comparators	\$ 10,324	\$ 8,962	\$ 9,405	\$ 14,766
% Tahoe Truckee Sanitation Agency Above/Below	-23.9%	-7.5%	-12.8%	-14.1%
75th Percentile	\$ 11,575	\$ 9,785	\$ 9,590	\$ 16,303
% Tahoe Truckee Sanitation Agency Above/Below	-38.9%	-17.4%	-15.1%	-26.0%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Maintenance Mechanic III	Mechanical Technician II	Maintenance Mechanic II	Maintenance Mechanic II	Maintenance Mechanic II	Equipment Maintenance Specialist II	N/C	Mechanic I	Senior Plant Mechanic	Maintenance Mechanical Technologist II	N/C	N/C	Mechanic II
Retirement	Unadjusted Top Monthly Salary	\$ 8,335	\$ 10,108	\$ 10,324	\$ 11,797	\$ 9,916	\$ 10,540		\$ 9,939	\$ 12,425	\$ 7,651			\$ 11,575
	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62		2%@60	2%@62	2%@62			2%@62
	Employee Cost Share					\$ -21								
	Social Security			\$ 640	\$ 731						\$ 474			
	Deferred Compensation			\$ 413	\$ 266		\$ 100		\$ 94	\$ 192				\$ 42
Insurance	Other Ret.													
	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,656	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656	\$ 2,538	\$ 2,389			\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167		\$ 150	\$ 193	\$ 154			\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26		\$ 13	\$ 22	\$ 24			\$ 22
Leaves	Other Ins.	\$ 83												
	Vacation	\$ 481	\$ 583	\$ 635	\$ 681	\$ 572	\$ 608		\$ 573	\$ 717	\$ 441			\$ 668
	Holidays	\$ 417	\$ 505	\$ 556	\$ 635	\$ 601	\$ 527		\$ 612	\$ 669	\$ 353			\$ 679
Allow	Admin Leave				\$ 136		\$ 142			\$ 143				
	Auto													
Benefit Package Total		\$ 4,605	\$ 4,039	\$ 5,142	\$ 5,379	\$ 3,583	\$ 4,226	\$ 0	\$ 4,254	\$ 4,474	\$ 3,836	\$ 0	\$ 0	\$ 4,728

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Maintenance Mechanic III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Fairfield Suisun Sewer District	Maintenance Mechanic II	\$ 11,797	\$ 10,394	\$ 11,543	\$ 5,379	\$ 17,176	4/5/2024	unknown	unknown
2	Silicon Valley Clean Water	Senior Plant Mechanic	\$ 12,425	\$ 9,916	\$ 9,405	\$ 4,474	\$ 16,899	7/1/2023	7/1/2024	4.50%
3	Union Sanitary District	Mechanic II	\$ 11,575	\$ 9,785	\$ 9,590	\$ 4,728	\$ 16,303	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
4	Delta Diablo Sanitation District	Maintenance Mechanic II	\$ 10,324	\$ 8,962	\$ 9,489	\$ 5,142	\$ 15,466	7/9/2023	unknown	4.00%
5	Napa Sanitation District	Equipment Maintenance Specialist II	\$ 10,540	\$ 9,539	\$ 9,751	\$ 4,226	\$ 14,766	7/8/2023	unknown	unknown
6	Oro Loma Sanitary District	Mechanic I	\$ 9,939	\$ 8,444	\$ 8,882	\$ 4,254	\$ 14,193	6/26/2023	6/24/2024	2.00% - 5.00%
7	Central Marin Sanitation Agency	Mechanical Technician II	\$ 10,108	\$ 8,312	\$ 7,971	\$ 4,039	\$ 14,147	6/25/2023	6/23/2024	CPI
8	Monterey One Water	Maintenance Mechanic II	\$ 9,916	\$ 8,878	\$ 8,390	\$ 3,583	\$ 13,499	6/25/2023	unknown	unknown
9	<b>Tahoe Truckee Sanitation</b>	<b>Maintenance Mechanic III</b>	<b>\$ 8,335</b>	<b>\$ 8,335</b>	<b>\$ 8,335</b>	<b>\$ 4,605</b>	<b>\$ 12,940</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
10	South Tahoe Public Utility District <sup>1</sup>	Maintenance Mechanical Technologist II	\$ 7,651	\$ 7,198	\$ 7,736	\$ 3,836	\$ 11,487	10/4/2024	unknown	unknown
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 10,475	\$ 9,048	\$ 9,195	\$ 14,882
% Tahoe Truckee Sanitation Agency Above/Below	-25.7%	-8.5%	-10.3%	-15.0%
Median of Comparators	\$ 10,324	\$ 8,962	\$ 9,405	\$ 14,766
% Tahoe Truckee Sanitation Agency Above/Below	-23.9%	-7.5%	-12.8%	-14.1%
75th Percentile	\$ 11,575	\$ 9,785	\$ 9,590	\$ 16,303
% Tahoe Truckee Sanitation Agency Above/Below	-38.9%	-17.4%	-15.1%	-26.0%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.



**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)**  
**May 2024**

**Maintenance Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Maintenance Supervisor	\$ 17,273	\$ 13,785	\$ 13,076	\$ 5,861	\$ 23,134	7/1/2023	unknown	unknown
3	Union Sanitary District	Coach, Mechanical Maintenance	\$ 15,732	\$ 13,298	\$ 13,034	\$ 5,928	\$ 21,660	9/1/2023	9/1/2024	unknown
4	Delta Diablo Sanitation District	Maintenance Supervisor	\$ 14,719	\$ 12,777	\$ 13,529	\$ 6,056	\$ 20,775	7/9/2023	7/1/2024	2.00% - 5.00%
5	Oro Loma Sanitary District <sup>1</sup>	[Mechanic II/ Maintenance Manager]	\$ 14,615	\$ 12,417	\$ 13,060	\$ 5,703	\$ 20,318	6/26/2023	6/24/2024	2.00% - 5.00%
2	Fairfield Suisun Sewer District	Maintenance Supervisor	\$ 14,458	\$ 12,738	\$ 14,147	\$ 7,927	\$ 22,385	4/5/2024	unknown	unknown
8	Monterey One Water	Plant Maintenance Supervisor	\$ 13,095	\$ 11,723	\$ 11,079	\$ 4,204	\$ 17,299	6/25/2023	unknown	unknown
7	Napa Sanitation District	Plant Maintenance Supervisor	\$ 12,828	\$ 11,609	\$ 11,867	\$ 4,503	\$ 17,331	7/8/2023	unknown	unknown
6	<b>Tahoe Truckee Sanitation</b>	<b>Maintenance Supervisor</b>	<b>\$ 12,736</b>	<b>\$ 12,736</b>	<b>\$ 12,736</b>	<b>\$ 5,079</b>	<b>\$ 17,815</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
9	South Tahoe Public Utility District <sup>2</sup>	Maintenance Supervisor	\$ 11,348	\$ 10,675	\$ 11,474	\$ 4,449	\$ 15,797	10/4/2024	unknown	unknown
10	Central Marin Sanitation Agency	N/C								
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 14,259	\$ 12,378	\$ 12,658	\$ 19,837
% Tahoe Truckee Sanitation Agency Above/Below	-12.0%	2.8%	0.6%	-11.4%
Median of Comparators	\$ 14,537	\$ 12,578	\$ 13,047	\$ 20,547
% Tahoe Truckee Sanitation Agency Above/Below	-14.1%	1.2%	-2.4%	-15.3%
75th Percentile	\$ 14,972	\$ 12,907	\$ 13,189	\$ 21,841
% Tahoe Truckee Sanitation Agency Above/Below	-17.6%	-1.3%	-3.6%	-22.6%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Maintenance Supervisor	N/C	Maintenance Supervisor	Maintenance Supervisor	Plant Maintenance Supervisor	Plant Maintenance Supervisor	N/C	[Mechanic II/ Maintenance Manager]	Maintenance Supervisor	Maintenance Supervisor	N/C	N/C	Coach, Mechanical Maintenance
	Unadjusted Top Monthly Salary	\$ 12,736		\$ 14,719	\$ 14,458	\$ 13,095	\$ 12,828		\$ 14,615	\$ 17,273	\$ 11,348			\$ 15,732
Retirement	PEPRA	2%@62		2%@62	2%@62	2%@62	2%@62		2%@60	2%@62	2%@62			2%@62
	Employee Cost Share					\$ -28								
	Social Security			\$ 871	\$ 871						\$ 704			
	Deferred Compensation			\$ 589	\$ 1,301		\$ 100		\$ 986	\$ 385				\$ 350
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417		\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656	\$ 2,538	\$ 2,389			\$ 3,174
	Dental	\$ 207		\$ 211	\$ 263		\$ 167		\$ 150	\$ 193	\$ 154			\$ 144
	Vision	\$ 31		\$ 11	\$ 11		\$ 26		\$ 13	\$ 22	\$ 24			\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 735		\$ 906	\$ 834	\$ 755	\$ 740		\$ 843	\$ 1,329	\$ 655			\$ 908
	Holidays	\$ 637		\$ 793	\$ 779	\$ 793	\$ 641		\$ 899	\$ 930	\$ 524			\$ 847
	Admin Leave				\$ 1,213	\$ 252	\$ 173			\$ 465				\$ 484
Allow	Auto													
Benefit Package Total		\$ 5,079	\$ 0	\$ 6,056	\$ 7,927	\$ 4,204	\$ 4,503	\$ 0	\$ 5,703	\$ 5,861	\$ 4,449	\$ 0	\$ 0	\$ 5,928

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Maintenance Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Maintenance Supervisor	\$ 17,273	\$ 13,785	\$ 13,076	\$ 5,861	\$ 23,134	7/1/2023	unknown	unknown
2	Fairfield Suisun Sewer District	Maintenance Supervisor	\$ 14,458	\$ 12,738	\$ 14,147	\$ 7,927	\$ 22,385	4/5/2024	unknown	unknown
3	Union Sanitary District	Coach, Mechanical Maintenance	\$ 15,732	\$ 13,298	\$ 13,034	\$ 5,928	\$ 21,660	9/1/2023	9/1/2024	unknown
4	Delta Diablo Sanitation District	Maintenance Supervisor	\$ 14,719	\$ 12,777	\$ 13,529	\$ 6,056	\$ 20,775	7/9/2023	7/1/2024	2.00% - 5.00%
5	Oro Loma Sanitary District <sup>1</sup>	[Mechanic II/ Maintenance Manager]	\$ 14,615	\$ 12,417	\$ 13,060	\$ 5,703	\$ 20,318	6/26/2023	6/24/2024	2.00% - 5.00%
6	Tahoe Truckee Sanitation	Maintenance Supervisor	\$ 12,736	\$ 12,736	\$ 12,736	\$ 5,079	\$ 17,815	9/20/2023	7/1/2024	3.23%
7	Napa Sanitation District	Plant Maintenance Supervisor	\$ 12,828	\$ 11,609	\$ 11,867	\$ 4,503	\$ 17,331	7/8/2023	unknown	unknown
8	Monterey One Water	Plant Maintenance Supervisor	\$ 13,095	\$ 11,723	\$ 11,079	\$ 4,204	\$ 17,299	6/25/2023	unknown	unknown
9	South Tahoe Public Utility District <sup>2</sup>	Maintenance Supervisor	\$ 11,348	\$ 10,675	\$ 11,474	\$ 4,449	\$ 15,797	10/4/2024	unknown	unknown
10	Central Marin Sanitation Agency	N/C								
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 14,259	\$ 12,378	\$ 12,658	\$ 19,837
% Tahoe Truckee Sanitation Agency Above/Below	-12.0%	2.8%	0.6%	-11.4%
Median of Comparators	\$ 14,537	\$ 12,578	\$ 13,047	\$ 20,547
% Tahoe Truckee Sanitation Agency Above/Below	-14.1%	1.2%	-2.4%	-15.3%
75th Percentile	\$ 14,972	\$ 12,907	\$ 13,189	\$ 21,841
% Tahoe Truckee Sanitation Agency Above/Below	-17.6%	-1.3%	-3.6%	-22.6%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)**  
**May 2024**

**Operations Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Silicon Valley Clean Water <sup>3</sup>	[Operations Director/ Chief Operating Officer]	\$ 26,302	\$ 20,991	\$ 19,910	\$ 7,735	\$ 34,037	7/1/2023	unknown	unknown
2	Delta Diablo Sanitation District <sup>1</sup>	[Operations Manager/ Resource Recovery Services Director]	\$ 20,052	\$ 17,406	\$ 18,430	\$ 7,770	\$ 27,822	7/9/2023	unknown	4.00%
3	Fairfield Suisun Sewer District <sup>2</sup>	[Operations Manager/ Director of Operations & Maintenance]	\$ 18,202	\$ 16,037	\$ 17,810	\$ 8,996	\$ 27,198	4/5/2024	unknown	unknown
4	<b>Tahoe Truckee Sanitation</b>	<b>Operations Department Manager</b>	<b>\$ 15,317</b>	<b>\$ 15,317</b>	<b>\$ 15,317</b>	<b>\$ 6,690</b>	<b>\$ 22,007</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
5	Monterey One Water	Operations Manager	\$ 15,275	\$ 13,675	\$ 12,923	\$ 4,617	\$ 19,892	6/25/2023	unknown	unknown
6	Central Marin Sanitation Agency	N/C								
7	Napa Sanitation District	N/C								
8	North Tahoe Public Utility District	N/C								
9	Oro Loma Sanitary District	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 19,958	\$ 17,027	\$ 17,268	\$ 27,237
% Tahoe Truckee Sanitation Agency Above/Below	-30.3%	-11.2%	-12.7%	-23.8%
Median of Comparators	\$ 19,127	\$ 16,722	\$ 18,120	\$ 27,510
% Tahoe Truckee Sanitation Agency Above/Below	-24.9%	-9.2%	-18.3%	-25.0%
75th Percentile	\$ 21,615	\$ 18,302	\$ 18,800	\$ 29,376
% Tahoe Truckee Sanitation Agency Above/Below	-41.1%	-19.5%	-22.7%	-33.5%
Number of Matches	4	4	4	4

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Fairfield Suisun Sewer District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Operations Department Manager	N/C	[Operations Manager/ Resource Recovery Services Director]	[Operations Manager/ Director of Operations & Maintenance]	Operations Manager	N/C	N/C	N/C	[Operations Director/ Chief Operating Officer]	N/C	N/C	N/C	N/C
	Unadjusted Top Monthly Salary	\$ 15,317		\$ 20,052	\$ 18,202	\$ 15,275				\$ 26,302				
Retirement	PEPRA	2%@62		2%@62	2%@62	2%@62				2%@62				
	Employee Cost Share					\$ -32								
	Social Security			\$ 871	\$ 871									
	Deferred Compensation			\$ 802	\$ 1,638					\$ 385				
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417		\$ 2,656	\$ 2,656	\$ 2,431				\$ 2,538				
	Dental	\$ 207		\$ 211	\$ 263					\$ 193				
	Vision			\$ 31	\$ 11					\$ 22				
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 1,767		\$ 1,234	\$ 1,050	\$ 881				\$ 2,023				
	Holidays	\$ 766		\$ 1,080	\$ 980	\$ 925				\$ 1,416				
	Admin Leave			\$ 386	\$ 1,527	\$ 411				\$ 708				
Allow	Auto	\$ 450		\$ 500						\$ 450				
Benefit Package Total		\$ 6,690	\$ 0	\$ 7,770	\$ 8,996	\$ 4,617	\$ 0	\$ 0	\$ 0	\$ 7,735	\$ 0	\$ 0	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Operations Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Silicon Valley Clean Water <sup>3</sup>	[Operations Director/ Chief Operating Officer]	\$ 26,302	\$ 20,991	\$ 19,910	\$ 7,735	\$ 34,037	7/1/2023	unknown	unknown
2	Delta Diablo Sanitation District <sup>1</sup>	[Operations Manager/ Resource Recovery Services Director]	\$ 20,052	\$ 17,406	\$ 18,430	\$ 7,770	\$ 27,822	7/9/2023	unknown	4.00%
3	Fairfield Suisun Sewer District <sup>2</sup>	[Operations Manager/ Director of Operations & Maintenance]	\$ 18,202	\$ 16,037	\$ 17,810	\$ 8,996	\$ 27,198	4/5/2024	unknown	unknown
4	Tahoe Truckee Sanitation	Operations Department Manager	\$ 15,317	\$ 15,317	\$ 15,317	\$ 6,690	\$ 22,007	9/20/2023	7/1/2024	3.23%
5	Monterey One Water	Operations Manager	\$ 15,275	\$ 13,675	\$ 12,923	\$ 4,617	\$ 19,892	6/25/2023	unknown	unknown
6	Central Marin Sanitation Agency	N/C								
7	Napa Sanitation District	N/C								
8	North Tahoe Public Utility District	N/C								
9	Oro Loma Sanitary District	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 19,958	\$ 17,027	\$ 17,268	\$ 27,237
% Tahoe Truckee Sanitation Agency Above/Below	-30.3%	-11.2%	-12.7%	-23.8%
Median of Comparators	\$ 19,127	\$ 16,722	\$ 18,120	\$ 27,510
% Tahoe Truckee Sanitation Agency Above/Below	-24.9%	-9.2%	-18.3%	-25.0%
75th Percentile	\$ 21,615	\$ 18,302	\$ 18,800	\$ 29,376
% Tahoe Truckee Sanitation Agency Above/Below	-41.1%	-19.5%	-22.7%	-33.5%
Number of Matches	4	4	4	4

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Fairfield Suisun Sewer District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)**  
**May 2024**

**Operations Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary					Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living	Benefits Package*	Total Monthly Comp*			
1	Silicon Valley Clean Water	Operations Supervisor	\$ 17,273	\$ 13,785	\$ 13,076	\$ 5,861	\$ 23,134	7/1/2023	unknown	unknown
2	Union Sanitary District	Coach, Wastewater Operations	\$ 15,887	\$ 13,429	\$ 13,162	\$ 5,950	\$ 21,837	9/1/2023	9/1/2024	unknown
3	Delta Diablo Sanitation District	Operations Supervisor	\$ 14,719	\$ 12,777	\$ 13,529	\$ 6,056	\$ 20,775	7/9/2023	7/1/2024	2.00% - 5.00%
4	Oro Loma Sanitary District <sup>1</sup>	[Plant Operator II/ Operations Manager]	\$ 14,615	\$ 12,417	\$ 13,060	\$ 5,703	\$ 20,318	6/26/2023	6/24/2024	2.00% - 5.00%
5	Fairfield Suisun Sewer District	Operations Supervisor	\$ 14,458	\$ 12,738	\$ 14,147	\$ 5,846	\$ 20,304	4/5/2024	unknown	unknown
6	Central Marin Sanitation Agency	Assistant Operations Supervisor	\$ 13,949	\$ 11,471	\$ 11,001	\$ 4,722	\$ 18,671	6/25/2024	unknown	unknown
7	Napa Sanitation District	Operations Supervisor	\$ 13,789	\$ 12,478	\$ 12,755	\$ 4,620	\$ 18,409	7/8/2023	unknown	unknown
8	Monterey One Water	Operations Supervisor	\$ 12,665	\$ 11,338	\$ 10,715	\$ 4,146	\$ 16,811	6/25/2023	unknown	unknown
9	<b>Tahoe Truckee Sanitation</b>	<b>Operations Supervisor</b>	<b>\$ 11,243</b>	<b>\$ 11,243</b>	<b>\$ 11,243</b>	<b>\$ 4,918</b>	<b>\$ 16,161</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
10	South Tahoe Public Utility District <sup>2</sup>	[Chief Plant Operator/ Operations Supervisor]	\$ 10,692	\$ 10,058	\$ 10,810	\$ 4,340	\$ 15,032	10/4/2024	unknown	unknown
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 14,227	\$ 12,277	\$ 12,473	\$ 19,477
% Tahoe Truckee Sanitation Agency Above/Below	-26.5%	-9.2%	-10.9%	-20.5%
Median of Comparators	\$ 14,458	\$ 12,478	\$ 13,060	\$ 20,304
% Tahoe Truckee Sanitation Agency Above/Below	-28.6%	-11.0%	-16.2%	-25.6%
75th Percentile	\$ 14,719	\$ 12,777	\$ 13,162	\$ 20,775
% Tahoe Truckee Sanitation Agency Above/Below	-30.9%	-13.6%	-17.1%	-28.5%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Operations Supervisor	Assistant Operations Supervisor	Operations Supervisor	Operations Supervisor	Operations Supervisor	Operations Supervisor	N/C	[Plant Operator II/ Operations Manager]	Operations Supervisor	[Chief Plant Operator/ Operations Supervisor]	N/C	N/C	Coach, Wastewater Operations
	Unadjusted Top Monthly Salary	\$ 11,243	\$ 13,949	\$ 14,719	\$ 14,458	\$ 12,665	\$ 13,789		\$ 14,615	\$ 17,273	\$ 10,692			\$ 15,887
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62		2%@60	2%@62	2%@62			2%@62
	Employee Cost Share					\$ -27								
	Social Security			\$ 871	\$ 871						\$ 663			
	Deferred Compensation			\$ 589	\$ 266		\$ 100		\$ 986	\$ 385				\$ 350
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,657	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656	\$ 2,538	\$ 2,389			\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167		\$ 150	\$ 193	\$ 154			\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26		\$ 13	\$ 22	\$ 24			\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 649	\$ 805	\$ 906	\$ 834	\$ 731	\$ 796		\$ 843	\$ 1,329	\$ 617			\$ 917
	Holidays	\$ 562	\$ 697	\$ 793	\$ 779	\$ 767	\$ 689		\$ 899	\$ 930	\$ 493			\$ 855
	Admin Leave		\$ 268		\$ 167	\$ 244	\$ 186			\$ 465				\$ 489
	Auto													
Benefit Package Total		\$ 4,918	\$ 4,722	\$ 6,056	\$ 5,846	\$ 4,146	\$ 4,620	\$ 0	\$ 5,703	\$ 5,861	\$ 4,340	\$ 0	\$ 0	\$ 5,950



**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Operations Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Operations Supervisor	\$ 17,273	\$ 13,785	\$ 13,076	\$ 5,861	\$ 23,134	7/1/2023	unknown	unknown
2	Union Sanitary District	Coach, Wastewater Operations	\$ 15,887	\$ 13,429	\$ 13,162	\$ 5,950	\$ 21,837	9/1/2023	9/1/2024	unknown
3	Delta Diablo Sanitation District	Operations Supervisor	\$ 14,719	\$ 12,777	\$ 13,529	\$ 6,056	\$ 20,775	7/9/2023	7/1/2024	2.00% - 5.00%
4	Oro Loma Sanitary District <sup>1</sup>	[Plant Operator II/ Operations Manager]	\$ 14,615	\$ 12,417	\$ 13,060	\$ 5,703	\$ 20,318	6/26/2023	6/24/2024	2.00% - 5.00%
5	Fairfield Suisun Sewer District	Operations Supervisor	\$ 14,458	\$ 12,738	\$ 14,147	\$ 5,846	\$ 20,304	4/5/2024	unknown	unknown
6	Central Marin Sanitation Agency	Assistant Operations Supervisor	\$ 13,949	\$ 11,471	\$ 11,001	\$ 4,722	\$ 18,671	6/25/2024	unknown	unknown
7	Napa Sanitation District	Operations Supervisor	\$ 13,789	\$ 12,478	\$ 12,755	\$ 4,620	\$ 18,409	7/8/2023	unknown	unknown
8	Monterey One Water	Operations Supervisor	\$ 12,665	\$ 11,338	\$ 10,715	\$ 4,146	\$ 16,811	6/25/2023	unknown	unknown
9	<b>Tahoe Truckee Sanitation</b>	<b>Operations Supervisor</b>	<b>\$ 11,243</b>	<b>\$ 11,243</b>	<b>\$ 11,243</b>	<b>\$ 4,918</b>	<b>\$ 16,161</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
10	South Tahoe Public Utility District <sup>2</sup>	[Chief Plant Operator/ Operations Supervisor]	\$ 10,692	\$ 10,058	\$ 10,810	\$ 4,340	\$ 15,032	10/4/2024	unknown	unknown
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 14,227	\$ 12,277	\$ 12,473	\$ 19,477
% Tahoe Truckee Sanitation Agency Above/Below	-26.5%	-9.2%	-10.9%	-20.5%
Median of Comparators	\$ 14,458	\$ 12,478	\$ 13,060	\$ 20,304
% Tahoe Truckee Sanitation Agency Above/Below	-28.6%	-11.0%	-16.2%	-25.6%
75th Percentile	\$ 14,719	\$ 12,777	\$ 13,162	\$ 20,775
% Tahoe Truckee Sanitation Agency Above/Below	-30.9%	-13.6%	-17.1%	-28.5%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)**  
**May 2024**

**Operator II**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Silicon Valley Clean Water <sup>3</sup>	[Operator/ Senior Operator]	\$ 11,596	\$ 9,255	\$ 8,778	\$ 4,372	\$ 15,968	7/1/2023	7/1/2024	4.50%
2	Union Sanitary District	Plant Operator II	\$ 10,949	\$ 9,256	\$ 9,072	\$ 4,655	\$ 15,604	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
5	Oro Loma Sanitary District <sup>2</sup>	[Plant Operator I/ Plant Operator II]	\$ 10,934	\$ 9,290	\$ 9,771	\$ 4,376	\$ 15,310	6/26/2023	6/24/2024	2.00% - 5.00%
4	Fairfield Suisun Sewer District <sup>1</sup>	[Wastewater Plant Operator/Wastewater Plant Operator Lead]	\$ 10,344	\$ 9,113	\$ 10,121	\$ 5,110	\$ 15,454	4/5/2024	unknown	unknown
3	Delta Diablo Sanitation District	Wastewater Treatment Plant Operator - Grade II	\$ 10,324	\$ 8,962	\$ 9,489	\$ 5,142	\$ 15,466	7/9/2023	unknown	4.00%
6	Central Marin Sanitation Agency	Operator II	\$ 10,192	\$ 8,382	\$ 8,038	\$ 4,048	\$ 14,240	6/25/2023	6/23/2024	CPI
8	Monterey One Water	Operator II	\$ 10,007	\$ 8,958	\$ 8,466	\$ 3,594	\$ 13,601	6/25/2023	unknown	unknown
7	Napa Sanitation District	Operator II	\$ 9,660	\$ 8,742	\$ 8,936	\$ 4,119	\$ 13,779	7/8/2023	unknown	unknown
9	Tahoe Truckee Sanitation	Operator II	\$ 7,544	\$ 7,544	\$ 7,544	\$ 4,520	\$ 12,064	9/20/2023	7/1/2024	3.23%
10	South Tahoe Public Utility District <sup>4</sup>	[Operator III/ Operator I]	\$ 7,498	\$ 7,054	\$ 7,582	\$ 3,811	\$ 11,309	10/4/2024	unknown	unknown
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 10,167	\$ 8,779	\$ 8,917	\$ 14,526
% Tahoe Truckee Sanitation Agency Above/Below	-34.8%	-16.4%	-18.2%	-20.4%
Median of Comparators	\$ 10,324	\$ 8,962	\$ 8,936	\$ 15,310
% Tahoe Truckee Sanitation Agency Above/Below	-36.9%	-18.8%	-18.5%	-26.9%
75th Percentile	\$ 10,934	\$ 9,255	\$ 9,489	\$ 15,466
% Tahoe Truckee Sanitation Agency Above/Below	-44.9%	-22.7%	-25.8%	-28.2%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Fairfield Suisun Sewer District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

4 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Operator II	Operator II	Wastewater Treatment Plant Operator - Grade II	[Wastewater Plant Operator/Waste water Plant Operator Lead]	Operator II	Operator II	N/C	[Plant Operator I/ Plant Operator II]	[Operator/ Senior Operator]	[Operator III/ Operator I]	N/C	N/C	Plant Operator II
	Unadjusted Top Monthly Salary	\$ 7,544	\$ 10,192	\$ 10,324	\$ 10,344	\$ 10,007	\$ 9,660		\$ 10,934	\$ 11,596	\$ 7,498			\$ 10,949
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62		2%@60	2%@62	2%@62			2%@62
	Employee Cost Share					\$ -21								
	Social Security			\$ 640	\$ 641						\$ 465			
	Deferred Compensation			\$ 413	\$ 266		\$ 100		\$ 97	\$ 192				\$ 42
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,656	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656	\$ 2,538	\$ 2,389			\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167		\$ 150	\$ 193	\$ 154			\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26		\$ 13	\$ 22	\$ 24			\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 435	\$ 588	\$ 635	\$ 597	\$ 577	\$ 557		\$ 631	\$ 669	\$ 433			\$ 632
	Holidays	\$ 377	\$ 510	\$ 556	\$ 557	\$ 606	\$ 483		\$ 673	\$ 624	\$ 346			\$ 642
	Admin Leave				\$ 119		\$ 130			\$ 134				
Allow	Auto													
Benefit Package Total		\$ 4,520	\$ 4,048	\$ 5,142	\$ 5,110	\$ 3,594	\$ 4,119	\$ 0	\$ 4,376	\$ 4,372	\$ 3,811	\$ 0	\$ 0	\$ 4,655

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Operator II**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Silicon Valley Clean Water <sup>3</sup>	[Operator/ Senior Operator]	\$ 11,596	\$ 9,255	\$ 8,778	\$ 4,372	\$ 15,968	7/1/2023	7/1/2024	4.50%
2	Union Sanitary District	Plant Operator II	\$ 10,949	\$ 9,256	\$ 9,072	\$ 4,655	\$ 15,604	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
3	Delta Diablo Sanitation District	Wastewater Treatment Plant Operator - Grade II	\$ 10,324	\$ 8,962	\$ 9,489	\$ 5,142	\$ 15,466	7/9/2023	unknown	4.00%
4	Fairfield Suisun Sewer District <sup>1</sup>	[Wastewater Plant Operator/Wastewater Plant Operator Lead]	\$ 10,344	\$ 9,113	\$ 10,121	\$ 5,110	\$ 15,454	4/5/2024	unknown	unknown
5	Oro Loma Sanitary District <sup>2</sup>	[Plant Operator I/ Plant Operator II]	\$ 10,934	\$ 9,290	\$ 9,771	\$ 4,376	\$ 15,310	6/26/2023	6/24/2024	2.00% - 5.00%
6	Central Marin Sanitation Agency	Operator II	\$ 10,192	\$ 8,382	\$ 8,038	\$ 4,048	\$ 14,240	6/25/2023	6/23/2024	CPI
7	Napa Sanitation District	Operator II	\$ 9,660	\$ 8,742	\$ 8,936	\$ 4,119	\$ 13,779	7/8/2023	unknown	unknown
8	Monterey One Water	Operator II	\$ 10,007	\$ 8,958	\$ 8,466	\$ 3,594	\$ 13,601	6/25/2023	unknown	unknown
9	Tahoe Truckee Sanitation	Operator II	\$ 7,544	\$ 7,544	\$ 7,544	\$ 4,520	\$ 12,064	9/20/2023	7/1/2024	3.23%
10	South Tahoe Public Utility District <sup>4</sup>	[Operator III/ Operator I]	\$ 7,498	\$ 7,054	\$ 7,582	\$ 3,811	\$ 11,309	10/4/2024	unknown	unknown
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 10,167	\$ 8,779	\$ 8,917	\$ 14,526
% Tahoe Truckee Sanitation Agency Above/Below	-34.8%	-16.4%	-18.2%	-20.4%
Median of Comparators	\$ 10,324	\$ 8,962	\$ 8,936	\$ 15,310
% Tahoe Truckee Sanitation Agency Above/Below	-36.9%	-18.8%	-18.5%	-26.9%
75th Percentile	\$ 10,934	\$ 9,255	\$ 9,489	\$ 15,466
% Tahoe Truckee Sanitation Agency Above/Below	-44.9%	-22.7%	-25.8%	-28.2%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Fairfield Suisun Sewer District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

4 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)**  
**May 2024**

**Operator III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Union Sanitary District	Plant Operator III	\$ 12,726	\$ 10,758	\$ 10,544	\$ 4,861	\$ 17,587	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
4	Oro Loma Sanitary District	Plant Operator II	\$ 11,929	\$ 10,135	\$ 10,660	\$ 4,498	\$ 16,427	6/26/2023	6/24/2024	2.00% - 5.00%
2	Fairfield Suisun Sewer District	Wastewater Plant Operator Lead	\$ 11,797	\$ 10,394	\$ 11,543	\$ 5,379	\$ 17,176	4/5/2024	unknown	unknown
3	Delta Diablo Sanitation District	Wastewater Treatment Plant Operator - Grade III	\$ 11,357	\$ 9,858	\$ 10,438	\$ 5,366	\$ 16,723	7/9/2023	unknown	4.00%
5	Central Marin Sanitation Agency	Operator III	\$ 11,237	\$ 9,241	\$ 8,862	\$ 4,161	\$ 15,398	6/25/2023	6/23/2024	CPI
6	Napa Sanitation District	Operator III	\$ 10,669	\$ 9,655	\$ 9,869	\$ 4,242	\$ 14,911	7/8/2023	unknown	unknown
7	Monterey One Water	Operator III	\$ 10,514	\$ 9,413	\$ 8,895	\$ 3,652	\$ 14,166	6/25/2023	unknown	unknown
9	South Tahoe Public Utility District <sup>1</sup>	Operator III	\$ 8,372	\$ 7,876	\$ 8,465	\$ 3,956	\$ 12,328	10/4/2024	unknown	unknown
8	Tahoe Truckee Sanitation	Operator III	\$ 8,335	\$ 8,335	\$ 8,335	\$ 4,605	\$ 12,940	9/20/2023	7/1/2024	3.23%
10	North Tahoe Public Utility District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 11,075	\$ 9,666	\$ 9,910	\$ 15,590
% Tahoe Truckee Sanitation Agency Above/Below	-32.9%	-16.0%	-18.9%	-20.5%
Median of Comparators	\$ 11,297	\$ 9,757	\$ 10,154	\$ 15,912
% Tahoe Truckee Sanitation Agency Above/Below	-35.5%	-17.1%	-21.8%	-23.0%
75th Percentile	\$ 11,830	\$ 10,200	\$ 10,573	\$ 16,836
% Tahoe Truckee Sanitation Agency Above/Below	-41.9%	-22.4%	-26.9%	-30.1%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Operator III	Operator III	Wastewater Treatment Plant Operator - Grade III	Wastewater Plant Operator Lead	Operator III	Operator III	N/C	Plant Operator II	N/C	Operator III	N/C	N/C	Plant Operator III
	Unadjusted Top Monthly Salary	\$ 8,335	\$ 11,237	\$ 11,357	\$ 11,797	\$ 10,514	\$ 10,669		\$ 11,929		\$ 8,372			\$ 12,726
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62		2%@60		2%@62			2%@62
	Employee Cost Share					\$ -22								
	Social Security			\$ 704	\$ 731						\$ 519			
	Deferred Compensation			\$ 454	\$ 266		\$ 100		\$ 101					\$ 42
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,656	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656		\$ 2,389			\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167		\$ 150		\$ 154			\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26		\$ 13		\$ 24			\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 481	\$ 648	\$ 699	\$ 681	\$ 607	\$ 616		\$ 688		\$ 483			\$ 734
	Holidays	\$ 417	\$ 562	\$ 612	\$ 635	\$ 637	\$ 533		\$ 734		\$ 386			\$ 746
	Admin Leave				\$ 136		\$ 144							
Allow	Auto													
Benefit Package Total		\$ 4,605	\$ 4,161	\$ 5,366	\$ 5,379	\$ 3,652	\$ 4,242	\$ 0	\$ 4,498	\$ 0	\$ 3,956	\$ 0	\$ 0	\$ 4,861

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Operator III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary					Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living	Benefits Package*	Total Monthly Comp*			
1	Union Sanitary District	Plant Operator III	\$ 12,726	\$ 10,758	\$ 10,544	\$ 4,861	\$ 17,587	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
2	Fairfield Suisun Sewer District	Wastewater Plant Operator Lead	\$ 11,797	\$ 10,394	\$ 11,543	\$ 5,379	\$ 17,176	4/5/2024	unknown	unknown
3	Delta Diablo Sanitation District	Wastewater Treatment Plant Operator - Grade III	\$ 11,357	\$ 9,858	\$ 10,438	\$ 5,366	\$ 16,723	7/9/2023	unknown	4.00%
4	Oro Loma Sanitary District	Plant Operator II	\$ 11,929	\$ 10,135	\$ 10,660	\$ 4,498	\$ 16,427	6/26/2023	6/24/2024	2.00% - 5.00%
5	Central Marin Sanitation Agency	Operator III	\$ 11,237	\$ 9,241	\$ 8,862	\$ 4,161	\$ 15,398	6/25/2023	6/23/2024	CPI
6	Napa Sanitation District	Operator III	\$ 10,669	\$ 9,655	\$ 9,869	\$ 4,242	\$ 14,911	7/8/2023	unknown	unknown
7	Monterey One Water	Operator III	\$ 10,514	\$ 9,413	\$ 8,895	\$ 3,652	\$ 14,166	6/25/2023	unknown	unknown
8	<b>Tahoe Truckee Sanitation</b>	<b>Operator III</b>	<b>\$ 8,335</b>	<b>\$ 8,335</b>	<b>\$ 8,335</b>	<b>\$ 4,605</b>	<b>\$ 12,940</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
9	South Tahoe Public Utility District <sup>1</sup>	Operator III	\$ 8,372	\$ 7,876	\$ 8,465	\$ 3,956	\$ 12,328	10/4/2024	unknown	unknown
10	North Tahoe Public Utility District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 11,075	\$ 9,666	\$ 9,910	\$ 15,590
% Tahoe Truckee Sanitation Agency Above/Below	-32.9%	-16.0%	-18.9%	-20.5%
Median of Comparators	\$ 11,297	\$ 9,757	\$ 10,154	\$ 15,912
% Tahoe Truckee Sanitation Agency Above/Below	-35.5%	-17.1%	-21.8%	-23.0%
75th Percentile	\$ 11,830	\$ 10,200	\$ 10,573	\$ 16,836
% Tahoe Truckee Sanitation Agency Above/Below	-41.9%	-22.4%	-26.9%	-30.1%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)  
May 2024**

**Purchasing Agent II**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Silicon Valley Clean Water <sup>1</sup>	[Office Assistant/ Procurement Specialist]	\$ 9,196	\$ 7,339	\$ 6,962	\$ 4,077	\$ 13,273	7/1/2023	unknown	unknown
2	North Tahoe Public Utility District	Purchasing Technician	\$ 6,861	\$ 7,051	\$ 6,867	\$ 4,256	\$ 11,117	7/9/2023	7/1/2024	2.50% - 4.00%
3	<b>Tahoe Truckee Sanitation</b>	<b>Purchasing Agent II</b>	<b>\$ 6,496</b>	<b>\$ 6,496</b>	<b>\$ 6,496</b>	<b>\$ 4,407</b>	<b>\$ 10,903</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
4	Central Marin Sanitation Agency	N/C								
5	Delta Diablo Sanitation District	N/C								
6	Fairfield Suisun Sewer District	N/C								
7	Monterey One Water	N/C								
8	Napa Sanitation District	N/C								
9	Oro Loma Sanitary District	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Number of Matches	2	2	2	2

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.



Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Purchasing Agent II	N/C	N/C	N/C	N/C	N/C	Purchasing Technician	N/C	[Office Assistant/ Procurement Specialist]	N/C	N/C	N/C	N/C
	Unadjusted Top Monthly Salary	\$ 6,496						\$ 6,861		\$ 9,196				
Retirement	PEPRA	2%@62						2%@62		2%@62				
	Employee Cost Share													
	Social Security							\$ 425						
	Deferred Compensation									\$ 192				
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417						\$ 2,637		\$ 2,538				
	Dental	\$ 207						\$ 135		\$ 193				
	Vision							\$ 55		\$ 22				
	Other Ins.	\$ 83						\$ 292						
Leaves	Vacation	\$ 375						\$ 396		\$ 531				
	Holidays	\$ 325						\$ 317		\$ 495				
	Admin Leave									\$ 106				
Allow	Auto													
Benefit Package Total		\$ 4,407	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 4,256	\$ 0	\$ 4,077	\$ 0	\$ 0	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Unadjusted (sorted by Total Compensation)  
May 2024**

**Purchasing Agent II**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Silicon Valley Clean Water <sup>1</sup>	[Office Assistant/ Procurement Specialist]	\$ 9,196	\$ 7,339	\$ 6,962	\$ 4,077	\$ 13,273	7/1/2023	unknown	unknown
2	North Tahoe Public Utility District	Purchasing Technician	\$ 6,861	\$ 7,051	\$ 6,867	\$ 4,256	\$ 11,117	7/9/2023	7/1/2024	2.50% - 4.00%
3	Tahoe Truckee Sanitation	Purchasing Agent II	\$ 6,496	\$ 6,496	\$ 6,496	\$ 4,407	\$ 10,903	9/20/2023	7/1/2024	3.23%
4	Central Marin Sanitation Agency	N/C								
5	Delta Diablo Sanitation District	N/C								
6	Fairfield Suisun Sewer District	N/C								
7	Monterey One Water	N/C								
8	Napa Sanitation District	N/C								
9	Oro Loma Sanitary District	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Number of Matches	2	2	2	2

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)  
May 2024**

**Safety and Compliance Officer (Safety Officer)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary				Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living						
1	Silicon Valley Clean Water	Health and Safety Director	\$ 19,832	\$ 15,828	\$ 15,013		\$ 6,265	\$ 26,097	7/1/2023	unknown	unknown
2	Delta Diablo Sanitation District	Safety Manager	\$ 13,749	\$ 11,935	\$ 12,637		\$ 6,151	\$ 19,900	7/9/2023	7/1/2024	2.00% - 5.00%
4	Monterey One Water	Safety Officer	\$ 12,808	\$ 11,467	\$ 10,836		\$ 4,165	\$ 16,973	6/25/2023	unknown	unknown
3	Central Marin Sanitation Agency	Senior Safety Specialist	\$ 12,395	\$ 10,193	\$ 9,775		\$ 4,763	\$ 17,158	6/25/2023	unknown	unknown
5	Oro Loma Sanitary District	Safety and Special Programs Administrator	\$ 11,803	\$ 10,028	\$ 10,548		\$ 4,482	\$ 16,285	6/26/2023	6/24/2024	2.00% - 5.00%
6	Tahoe Truckee Sanitation	Safety and Compliance Officer (Safety Officer)	\$ 11,243	\$ 11,243	\$ 11,243		\$ 4,918	\$ 16,161	9/20/2023	7/1/2024	3.23%
7	Fairfield Suisun Sewer District	N/C									
8	Napa Sanitation District	N/C									
9	North Tahoe Public Utility District	N/C									
10	South Tahoe Public Utility District	N/C									
11	Tahoe City Public Utility District	N/C									
12	Truckee Sanitary District	N/C									
13	Union Sanitary District	N/C									

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 14,117	\$ 11,890	\$ 11,762	\$ 19,283
% Tahoe Truckee Sanitation Agency Above/Below	-25.6%	-5.8%	-4.6%	-19.3%
Median of Comparators	\$ 12,808	\$ 11,467	\$ 10,836	\$ 17,158
% Tahoe Truckee Sanitation Agency Above/Below	-13.9%	-2.0%	3.6%	-6.2%
75th Percentile	\$ 13,749	\$ 11,935	\$ 12,637	\$ 19,900
% Tahoe Truckee Sanitation Agency Above/Below	-22.3%	-6.2%	-12.4%	-23.1%
Number of Matches	5	5	5	5

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Safety and Compliance Officer (Safety Officer)	Senior Safety Specialist	Safety Manager	N/C	Safety Officer	N/C	N/C	Safety and Special Programs Administrator	Health and Safety Director	N/C	N/C	N/C	N/C
	Unadjusted Top Monthly Salary	\$ 11,243	\$ 12,395	\$ 13,749		\$ 12,808			\$ 11,803	\$ 19,832				
Retirement	PEPRA	2%@62	2%@62	2%@62		2%@62			2%@60	2%@62				
	Employee Cost Share					\$ -27								
	Social Security			\$ 852										
	Deferred Compensation			\$ 550					\$ 100	\$ 385				
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,657	\$ 2,656		\$ 2,431			\$ 2,656	\$ 2,538				
	Dental	\$ 207	\$ 250	\$ 211					\$ 150	\$ 193				
	Vision		\$ 45	\$ 31					\$ 13	\$ 22				
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 649	\$ 715	\$ 846		\$ 739			\$ 681	\$ 1,526				
	Holidays	\$ 562	\$ 620	\$ 740		\$ 776			\$ 726	\$ 1,068				
	Admin Leave		\$ 477	\$ 264		\$ 246				\$ 534				
	Auto													
Benefit Package Total		\$ 4,918	\$ 4,763	\$ 6,151	\$ 0	\$ 4,165	\$ 0	\$ 0	\$ 4,482	\$ 6,265	\$ 0	\$ 0	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Unadjusted (sorted by Total Compensation)  
May 2024**

**Safety and Compliance Officer (Safety Officer)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Health and Safety Director	\$ 19,832	\$ 15,828	\$ 15,013	\$ 6,265	\$ 26,097	7/1/2023	unknown	unknown
2	Delta Diablo Sanitation District	Safety Manager	\$ 13,749	\$ 11,935	\$ 12,637	\$ 6,151	\$ 19,900	7/9/2023	7/1/2024	2.00% - 5.00%
3	Central Marin Sanitation Agency	Senior Safety Specialist	\$ 12,395	\$ 10,193	\$ 9,775	\$ 4,763	\$ 17,158	6/25/2023	unknown	unknown
4	Monterey One Water	Safety Officer	\$ 12,808	\$ 11,467	\$ 10,836	\$ 4,165	\$ 16,973	6/25/2023	unknown	unknown
5	Oro Loma Sanitary District	Safety and Special Programs Administrator	\$ 11,803	\$ 10,028	\$ 10,548	\$ 4,482	\$ 16,285	6/26/2023	6/24/2024	2.00% - 5.00%
6	Tahoe Truckee Sanitation	Safety and Compliance Officer (Safety Officer)	\$ 11,243	\$ 11,243	\$ 11,243	\$ 4,918	\$ 16,161	9/20/2023	7/1/2024	3.23%
7	Fairfield Suisun Sewer District	N/C								
8	Napa Sanitation District	N/C								
9	North Tahoe Public Utility District	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 14,117	\$ 11,890	\$ 11,762	\$ 19,283
% Tahoe Truckee Sanitation Agency Above/Below	-25.6%	-5.8%	-4.6%	-19.3%
Median of Comparators	\$ 12,808	\$ 11,467	\$ 10,836	\$ 17,158
% Tahoe Truckee Sanitation Agency Above/Below	-13.9%	-2.0%	3.6%	-6.2%
75th Percentile	\$ 13,749	\$ 11,935	\$ 12,637	\$ 19,900
% Tahoe Truckee Sanitation Agency Above/Below	-22.3%	-6.2%	-12.4%	-23.1%
Number of Matches	5	5	5	5

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)**  
**May 2024**

**SCADA Specialist II (new class)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Tahoe Truckee Sanitation	SCADA Specialist II (new class)	proposed							
3	Monterey One Water	Controls Systems Programmer	\$ 12,740	\$ 11,406	\$ 10,778	\$ 3,911	\$ 16,651	6/25/2023	unknown	unknown
2	Delta Diablo Sanitation District	Control Systems Specialist	\$ 11,665	\$ 10,126	\$ 10,721	\$ 5,433	\$ 17,098	7/9/2023	unknown	4.00%
4	Central Marin Sanitation Agency	N/C								
5	Fairfield Suisun Sewer District	N/C								
6	Napa Sanitation District	N/C								
7	North Tahoe Public Utility District	N/C								
8	Oro Loma Sanitary District	N/C								
9	Silicon Valley Clean Water	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Number of Matches	2	2	2	2

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		SCADA Specialist II (new class)	N/C	Control Systems Specialist	N/C	Controls Systems Programmer	N/C	N/C	N/C	N/C	N/C	N/C	N/C	N/C
	Unadjusted Top Monthly Salary			\$ 11,665		\$ 12,740								
Retirement	PEPRA			2%@62		2%@62								
	Employee Cost Share					\$ -27								
	Social Security			\$ 723										
	Deferred Compensation			\$ 467										
	Other Ret.													
Insurance	Cafeteria													
	Health			\$ 2,656		\$ 2,431								
	Dental			\$ 211										
	Vision			\$ 31										
	Other Ins.													
Leaves	Vacation			\$ 718		\$ 735								
	Holidays			\$ 628		\$ 772								
	Admin Leave													
Allow	Auto													
Benefit Package Total		\$ 0	\$ 0	\$ 5,433	\$ 0	\$ 3,911	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Unadjusted (sorted by Total Compensation)  
May 2024**

**SCADA Specialist II (new class)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Tahoe Truckee Sanitation	SCADA Specialist II (new class)	proposed							
2	Delta Diablo Sanitation District	Control Systems Specialist	\$ 11,665	\$ 10,126	\$ 10,721	\$ 5,433	\$ 17,098	7/9/2023	unknown	4.00%
3	Monterey One Water	Controls Systems Programmer	\$ 12,740	\$ 11,406	\$ 10,778	\$ 3,911	\$ 16,651	6/25/2023	unknown	unknown
4	Central Marin Sanitation Agency	N/C								
5	Fairfield Suisun Sewer District	N/C								
6	Napa Sanitation District	N/C								
7	North Tahoe Public Utility District	N/C								
8	Oro Loma Sanitary District	N/C								
9	Silicon Valley Clean Water	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Number of Matches	2	2	2	2

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator



**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)**  
**May 2024**

**Senior Engineer**

Rank	Comparator Agency	Classification Title	Top Monthly Salary					Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living	Benefits Package*	Total Monthly Comp*			
1	Fairfield Suisun Sewer District	Senior Engineer	\$ 17,373	\$ 15,307	\$ 16,999	\$ 8,759	\$ 26,132	4/5/2024	unknown	unknown
3	Central Marin Sanitation Agency	Senior Engineer	\$ 17,359	\$ 14,275	\$ 13,690	\$ 5,489	\$ 22,848	6/25/2023	unknown	unknown
2	Delta Diablo Sanitation District <sup>1</sup>	[Associate Engineer/ Senior Engineer]	\$ 16,979	\$ 14,739	\$ 15,606	\$ 7,233	\$ 24,212	7/9/2023	7/1/2024	2.00% - 5.00%
5	Silicon Valley Clean Water <sup>4</sup>	[CIP Manager/ Engineer]	\$ 16,827	\$ 13,429	\$ 12,738	\$ 5,016	\$ 21,843	7/1/2023	unknown	unknown
4	Union Sanitary District <sup>6</sup>	[Senior Engineer/ Principal Engineer]	\$ 16,387	\$ 13,852	\$ 13,577	\$ 5,736	\$ 22,123	9/1/2023	9/1/2024	unknown
6	Monterey One Water	Principal Engineer	\$ 16,308	\$ 14,600	\$ 13,797	\$ 4,639	\$ 20,947	6/25/2023	unknown	unknown
8	Oro Loma Sanitary District	Senior Engineer	\$ 15,870	\$ 13,484	\$ 14,183	\$ 4,980	\$ 20,850	6/26/2023	6/24/2024	2.00% - 5.00%
7	Tahoe City Public Utility District	Senior Civil Engineer	\$ 14,778	\$ 15,188	\$ 14,793	\$ 6,111	\$ 20,889	1/1/2024	unknown	unknown
12	Truckee Sanitary District	Senior Engineer	\$ 14,723	\$ 14,723	\$ 14,723	\$ 4,900	\$ 19,623	12/29/2023	unknown	unknown
11	Napa Sanitation District <sup>2</sup>	[Associate Engineer/ Senior Engineer]	\$ 14,622	\$ 13,232	\$ 13,526	\$ 5,377	\$ 19,999	7/8/2023	unknown	unknown
9	North Tahoe Public Utility District <sup>3</sup>	[Project Engineer and Construction Manager/ Senior Engineer]	\$ 14,479	\$ 14,880	\$ 14,493	\$ 6,327	\$ 20,806	7/9/2023	7/1/2024	2.50% - 4.00%
10	Tahoe Truckee Sanitation	Senior Engineer	\$ 14,072	\$ 14,072	\$ 14,072	\$ 6,034	\$ 20,106	9/20/2023	7/1/2024	3.23%
13	South Tahoe Public Utility District <sup>5</sup>	Senior Engineer	\$ 13,346	\$ 12,555	\$ 13,494	\$ 4,781	\$ 18,127	10/4/2024	unknown	unknown

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 15,754	\$ 14,189	\$ 14,302	\$ 21,533
% Tahoe Truckee Sanitation Agency Above/Below	-12.0%	-0.8%	-1.6%	-7.1%
Median of Comparators	\$ 16,089	\$ 14,438	\$ 13,990	\$ 20,918
% Tahoe Truckee Sanitation Agency Above/Below	-14.3%	-2.6%	0.6%	-4.0%
75th Percentile	\$ 16,865	\$ 14,774	\$ 14,741	\$ 22,304
% Tahoe Truckee Sanitation Agency Above/Below	-19.8%	-5.0%	-4.8%	-10.9%
Number of Matches	12	12	12	12

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Napa Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - North Tahoe Public Utility District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.

4 - Silicon Valley Clean Water: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.

5 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

6 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Senior Engineer	Senior Engineer	[Associate Engineer/ Senior Engineer]	Senior Engineer	Principal Engineer	[Associate Engineer/ Senior Engineer]	Engineer and Construction Manager/ Senior Engineer	Senior Engineer	[CIP Manager/ Engineer]	Senior Engineer	Senior Civil Engineer	Senior Engineer	[Senior Engineer/ Principal Engineer]
	Unadjusted Top Monthly Salary	\$ 14,072	\$ 17,359	\$ 16,979	\$ 17,373	\$ 16,308	\$ 14,622	\$ 14,479	\$ 15,870	\$ 16,827	\$ 13,346	\$ 14,778	\$ 14,723	\$ 16,387
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62	2%@60	2%@62	2%@62	2%@62	2%@62	2%@62
	Employee Cost Share					\$ -34								
	Social Security			\$ 871	\$ 871			\$ 871			\$ 827	\$ 871	\$ 871	
	Deferred Compensation			\$ 679	\$ 1,564		\$ 250		\$ 113	\$ 192		\$ 296		\$ 254
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,657	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656	\$ 2,637	\$ 2,656	\$ 2,538	\$ 2,389	\$ 2,379	\$ 2,379	\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167	\$ 135	\$ 150	\$ 193	\$ 154	\$ 125	\$ 178	\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26	\$ 55	\$ 13	\$ 22	\$ 24	\$ 42		\$ 22
	Other Ins.	\$ 83						\$ 292				\$ 125		
Leaves	Vacation	\$ 1,624	\$ 1,001	\$ 1,045	\$ 1,002	\$ 941	\$ 844	\$ 891	\$ 916	\$ 971	\$ 770	\$ 1,250	\$ 906	\$ 945
	Holidays	\$ 704	\$ 868	\$ 914	\$ 935	\$ 988	\$ 731	\$ 668	\$ 977	\$ 906	\$ 616	\$ 739	\$ 566	\$ 882
	Admin Leave		\$ 668	\$ 327	\$ 1,457	\$ 314	\$ 703	\$ 278		\$ 194		\$ 284		\$ 315
Allow	Auto			\$ 500				\$ 500						
Benefit Package Total		\$ 6,034	\$ 5,489	\$ 7,233	\$ 8,759	\$ 4,639	\$ 5,377	\$ 6,327	\$ 4,980	\$ 5,016	\$ 4,781	\$ 6,111	\$ 4,900	\$ 5,736

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Senior Engineer**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Fairfield Suisun Sewer District	Senior Engineer	\$ 17,373	\$ 15,307	\$ 16,999	\$ 8,759	\$ 26,132	4/5/2024	unknown	unknown
2	Delta Diablo Sanitation District <sup>1</sup>	[Associate Engineer/ Senior Engineer]	\$ 16,979	\$ 14,739	\$ 15,606	\$ 7,233	\$ 24,212	7/9/2023	7/1/2024	2.00% - 5.00%
3	Central Marin Sanitation Agency	Senior Engineer	\$ 17,359	\$ 14,275	\$ 13,690	\$ 5,489	\$ 22,848	6/25/2023	unknown	unknown
4	Union Sanitary District <sup>6</sup>	[Senior Engineer/ Principal Engineer]	\$ 16,387	\$ 13,852	\$ 13,577	\$ 5,736	\$ 22,123	9/1/2023	9/1/2024	unknown
5	Silicon Valley Clean Water <sup>4</sup>	[CIP Manager/ Engineer]	\$ 16,827	\$ 13,429	\$ 12,738	\$ 5,016	\$ 21,843	7/1/2023	unknown	unknown
6	Monterey One Water	Principal Engineer	\$ 16,308	\$ 14,600	\$ 13,797	\$ 4,639	\$ 20,947	6/25/2023	unknown	unknown
7	Tahoe City Public Utility District	Senior Civil Engineer	\$ 14,778	\$ 15,188	\$ 14,793	\$ 6,111	\$ 20,889	1/1/2024	unknown	unknown
8	Oro Loma Sanitary District	Senior Engineer	\$ 15,870	\$ 13,484	\$ 14,183	\$ 4,980	\$ 20,850	6/26/2023	6/24/2024	2.00% - 5.00%
9	North Tahoe Public Utility District <sup>3</sup>	[Project Engineer and Construction Manager/ Senior Engineer]	\$ 14,479	\$ 14,880	\$ 14,493	\$ 6,327	\$ 20,806	7/9/2023	7/1/2024	2.50% - 4.00%
10	Tahoe Truckee Sanitation	Senior Engineer	\$ 14,072	\$ 14,072	\$ 14,072	\$ 6,034	\$ 20,106	9/20/2023	7/1/2024	3.23%
11	Napa Sanitation District <sup>2</sup>	[Associate Engineer/ Senior Engineer]	\$ 14,622	\$ 13,232	\$ 13,526	\$ 5,377	\$ 19,999	7/8/2023	unknown	unknown
12	Truckee Sanitary District	Senior Engineer	\$ 14,723	\$ 14,723	\$ 14,723	\$ 4,900	\$ 19,623	12/29/2023	unknown	unknown
13	South Tahoe Public Utility District <sup>5</sup>	Senior Engineer	\$ 13,346	\$ 12,555	\$ 13,494	\$ 4,781	\$ 18,127	10/4/2024	unknown	unknown

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 15,754	\$ 14,189	\$ 14,302	\$ 21,533
% Tahoe Truckee Sanitation Agency Above/Below	-12.0%	-0.8%	-1.6%	-7.1%
Median of Comparators	\$ 16,089	\$ 14,438	\$ 13,990	\$ 20,918
% Tahoe Truckee Sanitation Agency Above/Below	-14.3%	-2.6%	0.6%	-4.0%
75th Percentile	\$ 16,865	\$ 14,774	\$ 14,741	\$ 22,304
% Tahoe Truckee Sanitation Agency Above/Below	-19.8%	-5.0%	-4.8%	-10.9%
Number of Matches	12	12	12	12

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Napa Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - North Tahoe Public Utility District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.

4 - Silicon Valley Clean Water: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.

5 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

6 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Top Monthly Salary)**  
**May 2024**

**Technical Services Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living					
1	Silicon Valley Clean Water <sup>4</sup>	[Laboratory Director/ Authority Engineer]	\$ 25,154	\$ 20,075	\$ 19,041	\$ 7,554	\$ 32,708	7/1/2023	unknown	unknown
2	Central Marin Sanitation Agency	Technical Services Manager	\$ 21,596	\$ 17,760	\$ 17,032	\$ 6,108	\$ 27,704	6/25/2023	unknown	unknown
3	Fairfield Suisun Sewer District <sup>1</sup>	[Engineering Manager/ Lab Manager]	\$ 17,658	\$ 15,558	\$ 17,278	\$ 8,840	\$ 26,498	4/5/2024	unknown	unknown
5	Monterey One Water <sup>2</sup>	[Laboratory and Environmental Services Manager/ Director of Engineering]	\$ 17,103	\$ 15,311	\$ 14,469	\$ 4,878	\$ 21,981	3/4/2024	unknown	unknown
4	Napa Sanitation District <sup>3</sup>	[Assistant General Manager-Dist. Engineer/ Regulatory Compliance Manager]	\$ 16,297	\$ 14,748	\$ 15,076	\$ 5,826	\$ 22,123	7/8/2023	unknown	unknown
6	Tahoe Truckee Sanitation	Technical Services Department Manager	\$ 15,317	\$ 15,317	\$ 15,317	\$ 6,240	\$ 21,557	9/20/2023	7/1/2024	3.23%
7	Delta Diablo Sanitation District	N/C								
8	North Tahoe Public Utility District	N/C								
9	Oro Loma Sanitary District	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 19,562	\$ 16,690	\$ 16,579	\$ 26,203
% Tahoe Truckee Sanitation Agency Above/Below	-27.7%	-9.0%	-8.2%	-21.5%
Median of Comparators	\$ 17,658	\$ 15,558	\$ 17,032	\$ 26,498
% Tahoe Truckee Sanitation Agency Above/Below	-15.3%	-1.6%	-11.2%	-22.9%
75th Percentile	\$ 21,596	\$ 17,760	\$ 17,278	\$ 27,704
% Tahoe Truckee Sanitation Agency Above/Below	-41.0%	-15.9%	-12.8%	-28.5%
Number of Matches	5	5	5	5

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

1 - Fairfield Suisun Sewer District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - Napa Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

4 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Unadjusted  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Technical Services Department Manager	Technical Services Manager	N/C	[Engineering Manager/ Lab Manager]	[Laboratory and Environmental Services Manager/ Director of Engineering]	[Assistant General Manager-Dist. Engineer/ Regulatory Compliance Manager]	N/C	N/C	[Laboratory Director/ Authority Engineer]	N/C	N/C	N/C	N/C
Retirement	Unadjusted Top Monthly Salary	\$ 15,317	\$ 21,596		\$ 17,658	\$ 17,103	\$ 16,297			\$ 25,154				
	PEPRA	2%@62	2%@62		2%@62	2%@62	2%@62			2%@62				
	Employee Cost Share					\$ -36								
	Social Security				\$ 871									
	Deferred Compensation				\$ 1,589		\$ 250			\$ 385				
Insurance	Other Ret.													
	Cafeteria													
	Health	\$ 3,417	\$ 2,657		\$ 2,656	\$ 2,431	\$ 2,656			\$ 2,538				
	Dental	\$ 207	\$ 250		\$ 263		\$ 167			\$ 193				
	Vision		\$ 45		\$ 11		\$ 26			\$ 22				
Leaves	Other Ins.	\$ 83												
	Vacation	\$ 1,767	\$ 1,246		\$ 1,019	\$ 987	\$ 940			\$ 1,935				
	Holidays	\$ 766	\$ 1,080		\$ 951	\$ 1,036	\$ 815			\$ 1,354				
Allow	Admin Leave		\$ 831		\$ 1,481	\$ 460	\$ 972			\$ 677				
	Auto									\$ 450				
Benefit Package Total		\$ 6,240	\$ 6,108	\$ 0	\$ 8,840	\$ 4,878	\$ 5,826	\$ 0	\$ 0	\$ 7,554	\$ 0	\$ 0	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Unadjusted (sorted by Total Compensation)**  
**May 2024**

**Technical Services Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary				Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted*	Adjusted Cost of Labor	Adjusted Cost of Living						
1	Silicon Valley Clean Water <sup>4</sup>	[Laboratory Director/ Authority Engineer]	\$ 25,154	\$ 20,075	\$ 19,041		\$ 7,554	\$ 32,708	7/1/2023	unknown	unknown
2	Central Marin Sanitation Agency	Technical Services Manager	\$ 21,596	\$ 17,760	\$ 17,032		\$ 6,108	\$ 27,704	6/25/2023	unknown	unknown
3	Fairfield Suisun Sewer District <sup>1</sup>	[Engineering Manager/ Lab Manager]	\$ 17,658	\$ 15,558	\$ 17,278		\$ 8,840	\$ 26,498	4/5/2024	unknown	unknown
4	Napa Sanitation District <sup>3</sup>	[Assistant General Manager-Dist. Engineer/ Regulatory Compliance Manager]	\$ 16,297	\$ 14,748	\$ 15,076		\$ 5,826	\$ 22,123	7/8/2023	unknown	unknown
5	Monterey One Water <sup>2</sup>	[Laboratory and Environmental Services Manager/ Director of Engineering]	\$ 17,103	\$ 15,311	\$ 14,469		\$ 4,878	\$ 21,981	3/4/2024	unknown	unknown
6	Tahoe Truckee Sanitation	Technical Services Department Manager	\$ 15,317	\$ 15,317	\$ 15,317		\$ 6,240	\$ 21,557	9/20/2023	7/1/2024	3.23%
7	Delta Diablo Sanitation District	N/C									
8	North Tahoe Public Utility District	N/C									
9	Oro Loma Sanitary District	N/C									
10	South Tahoe Public Utility District	N/C									
11	Tahoe City Public Utility District	N/C									
12	Truckee Sanitary District	N/C									
13	Union Sanitary District	N/C									

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 19,562	\$ 16,690	\$ 16,579	\$ 26,203
% Tahoe Truckee Sanitation Agency Above/Below	-27.7%	-9.0%	-8.2%	-21.5%
Median of Comparators	\$ 17,658	\$ 15,558	\$ 17,032	\$ 26,498
% Tahoe Truckee Sanitation Agency Above/Below	-15.3%	-1.6%	-11.2%	-22.9%
75th Percentile	\$ 21,596	\$ 17,760	\$ 17,278	\$ 27,704
% Tahoe Truckee Sanitation Agency Above/Below	-41.0%	-15.9%	-12.8%	-28.5%
Number of Matches	5	5	5	5

\*Benefits and Total Compensation calculated on Unadjusted Top Monthly Salary.

N/C - Non Comparator

- 1 - Fairfield Suisun Sewer District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 2 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 3 - Napa Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 4 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Accounting Assistant (Accounting Technician I)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Union Sanitary District	Accounting Technician I	\$ 8,987	\$ 7,597	\$ 7,446	\$ 4,247	\$ 11,693	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
2	Oro Loma Sanitary District	Administrative Support Specialist	\$ 8,314	\$ 7,064	\$ 7,430	\$ 3,947	\$ 11,377	6/26/2023	6/24/2024	2.00% - 5.00%
3	Delta Diablo Sanitation District	Account Clerk I	\$ 8,009	\$ 6,952	\$ 7,361	\$ 4,498	\$ 11,859	7/9/2023	7/1/2024	2.00% - 5.00%
4	Tahoe City Public Utility District	Accounting Assistant II	\$ 7,291	\$ 7,494	\$ 7,299	\$ 4,251	\$ 11,550	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
5	Monterey One Water	Accounting Assistant II	\$ 8,230	\$ 7,368	\$ 6,963	\$ 3,240	\$ 10,203	6/25/2023	unknown	unknown
6	North Tahoe Public Utility District	Accounting Technician	\$ 5,966	\$ 6,132	\$ 5,972	\$ 4,108	\$ 10,080	7/9/2023	7/1/2024	2.50% - 4.00%
7	Tahoe Truckee Sanitation	Accounting Assistant (Accounting Technician I)	\$ 5,880	\$ 5,880	\$ 5,880	\$ 4,340	\$ 10,220	9/20/2023	unknown	unknown
8	Central Marin Sanitation Agency	N/C								
9	Fairfield Suisun Sewer District	N/C								
10	Napa Sanitation District	N/C								
11	Silicon Valley Clean Water	N/C								
12	South Tahoe Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 7,800	\$ 7,101	\$ 7,079	\$ 11,127
% Tahoe Truckee Sanitation Agency Above/Below	-32.6%	-20.8%	-20.4%	-8.9%
Median of Comparators	\$ 8,120	\$ 7,216	\$ 7,330	\$ 11,464
% Tahoe Truckee Sanitation Agency Above/Below	-38.1%	-22.7%	-24.7%	-12.2%
75th Percentile	\$ 8,293	\$ 7,463	\$ 7,413	\$ 11,658
% Tahoe Truckee Sanitation Agency Above/Below	-41.0%	-26.9%	-26.1%	-14.1%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Accounting Assistant (Accounting Technician I)	N/C	Account Clerk I	N/C	Accounting Assistant II	N/C	Accounting Technician	Administrative Support Specialist	N/C	N/C	Accounting Assistant II	N/C	Accounting Technician I
	Adjusted Cost of Living Top Monthly Salary	\$ 5,880		\$ 7,361		\$ 6,963		\$ 5,972	\$ 7,430			\$ 7,299		\$ 7,446
Retirement	PEPRA	2%@62		2%@62		2%@62		2%@62	2%@60			2%@62		2%@62
	Employee Cost Share					\$ -15								
	Social Security			\$ 456				\$ 370				\$ 453		
	Deferred Compensation			\$ 294					\$ 86			\$ 146		\$ 42
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417		\$ 2,656		\$ 2,431		\$ 2,637	\$ 2,656			\$ 2,379		\$ 3,174
	Dental	\$ 207		\$ 211				\$ 135	\$ 150			\$ 125		\$ 144
	Vision			\$ 31				\$ 55	\$ 13			\$ 42		\$ 22
	Other Ins.	\$ 83						\$ 292				\$ 125		
Leaves	Vacation	\$ 339		\$ 453		\$ 402		\$ 345	\$ 429			\$ 618		\$ 430
	Holidays	\$ 294		\$ 396		\$ 422		\$ 276	\$ 457			\$ 365		\$ 437
	Admin Leave													
Allow	Auto													
Benefit Package Total		\$ 4,340	\$ 0	\$ 4,498	\$ 0	\$ 3,240	\$ 0	\$ 4,108	\$ 3,947	\$ 0	\$ 0	\$ 4,251	\$ 0	\$ 4,247



**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Accounting Assistant (Accounting Technician I)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary					Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Benefits Package*	Total Monthly Comp*			
1	Delta Diablo Sanitation District	Account Clerk I	\$ 8,009	\$ 6,952	\$ 7,361	\$ 4,498	\$ 11,859	7/9/2023	7/1/2024	2.00% - 5.00%
2	Union Sanitary District	Accounting Technician I	\$ 8,987	\$ 7,597	\$ 7,446	\$ 4,247	\$ 11,693	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
3	Tahoe City Public Utility District	Accounting Assistant II	\$ 7,291	\$ 7,494	\$ 7,299	\$ 4,251	\$ 11,550	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
4	Oro Loma Sanitary District	Administrative Support Specialist	\$ 8,314	\$ 7,064	\$ 7,430	\$ 3,947	\$ 11,377	6/26/2023	6/24/2024	2.00% - 5.00%
5	<b>Tahoe Truckee Sanitation</b>	<b>Accounting Assistant (Accounting Technician I)</b>	<b>\$ 5,880</b>	<b>\$ 5,880</b>	<b>\$ 5,880</b>	<b>\$ 4,340</b>	<b>\$ 10,220</b>	<b>9/20/2023</b>	<b>unknown</b>	<b>unknown</b>
6	Monterey One Water	Accounting Assistant II	\$ 8,230	\$ 7,368	\$ 6,963	\$ 3,240	\$ 10,203	6/25/2023	unknown	unknown
7	North Tahoe Public Utility District	Accounting Technician	\$ 5,966	\$ 6,132	\$ 5,972	\$ 4,108	\$ 10,080	7/9/2023	7/1/2024	2.50% - 4.00%
8	Central Marin Sanitation Agency	N/C								
9	Fairfield Suisun Sewer District	N/C								
10	Napa Sanitation District	N/C								
11	Silicon Valley Clean Water	N/C								
12	South Tahoe Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 7,800	\$ 7,101	\$ 7,079	\$ 11,127
% Tahoe Truckee Sanitation Agency Above/Below	-32.6%	-20.8%	-20.4%	-8.9%
Median of Comparators	\$ 8,120	\$ 7,216	\$ 7,330	\$ 11,464
% Tahoe Truckee Sanitation Agency Above/Below	-38.1%	-22.7%	-24.7%	-12.2%
75th Percentile	\$ 8,293	\$ 7,463	\$ 7,413	\$ 11,658
% Tahoe Truckee Sanitation Agency Above/Below	-41.0%	-26.9%	-26.1%	-14.1%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Accounting Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Napa Sanitation District	Senior Accountant	\$ 13,938	\$ 12,613	\$ 12,893	\$ 5,107	\$ 18,000	7/8/2023	unknown	unknown
2	Fairfield Suisun Sewer District	Senior Accountant	\$ 12,990	\$ 11,445	\$ 12,710	\$ 7,345	\$ 20,055	4/5/2024	unknown	unknown
3	Delta Diablo Sanitation District	Senior Accountant	\$ 13,234	\$ 11,488	\$ 12,164	\$ 5,776	\$ 17,940	7/9/2023	7/1/2024	2.00% - 5.00%
4	North Tahoe Public Utility District	Controller	\$ 11,801	\$ 12,128	\$ 11,812	\$ 5,350	\$ 17,162	7/9/2023	7/1/2024	2.50% - 4.00%
5	Tahoe City Public Utility District <sup>2</sup>	[Accounting Technician/ Accounting Manager]	\$ 10,432	\$ 10,722	\$ 10,442	\$ 5,133	\$ 15,575	1/1/2024	unknown	unknown
6	South Tahoe Public Utility District <sup>1</sup>	Accounting Supervisor	\$ 9,244	\$ 8,696	\$ 9,347	\$ 4,117	\$ 13,464	10/4/2023	unknown	unknown
7	<b>Tahoe Truckee Sanitation</b>	<b>Accounting Supervisor</b>	<b>\$ 7,930</b>	<b>\$ 7,930</b>	<b>\$ 7,930</b>	<b>\$ 4,561</b>	<b>\$ 12,491</b>	<b>9/20/2023</b>	<b>unknown</b>	<b>unknown</b>
8	Central Marin Sanitation Agency	N/C								
9	Monterey One Water	N/C								
10	Oro Loma Sanitary District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 11,940	\$ 11,182	\$ 11,561	\$ 17,033
% Tahoe Truckee Sanitation Agency Above/Below	-50.6%	-41.0%	-45.8%	-36.4%
Median of Comparators	\$ 12,396	\$ 11,467	\$ 11,988	\$ 17,551
% Tahoe Truckee Sanitation Agency Above/Below	-56.3%	-44.6%	-51.2%	-40.5%
75th Percentile	\$ 13,173	\$ 11,968	\$ 12,574	\$ 17,985
% Tahoe Truckee Sanitation Agency Above/Below	-66.1%	-50.9%	-58.6%	-44.0%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

2 - Tahoe City Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Accounting Supervisor	N/C	Senior Accountant	Senior Accountant	N/C	Senior Accountant	Controller	N/C	N/C	Accounting Supervisor	[Accounting Technician/ Accounting Manager]	N/C	N/C
	Adjusted Cost of Living Top Monthly Salary	\$ 7,930		\$ 12,164	\$ 12,710		\$ 12,893	\$ 11,812			\$ 9,347	\$ 10,442		
Retirement	PEPRA	2%@62		2%@62	2%@62		2%@62	2%@62			2%@62	2%@62		
	Employee Cost Share													
	Social Security			\$ 754	\$ 788			\$ 732			\$ 580	\$ 647		
	Deferred Compensation			\$ 487	\$ 1,144		\$ 250					\$ 209		
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417		\$ 2,656	\$ 2,656		\$ 2,656	\$ 2,637			\$ 2,389	\$ 2,379		
	Dental	\$ 207		\$ 211	\$ 263		\$ 167	\$ 135			\$ 154	\$ 125		
	Vision			\$ 31	\$ 11		\$ 26	\$ 55			\$ 24	\$ 42		
	Other Ins.	\$ 83						\$ 292				\$ 125		
Leaves	Vacation	\$ 458		\$ 749	\$ 733		\$ 744	\$ 727			\$ 539	\$ 884		
	Holidays	\$ 397		\$ 655	\$ 684		\$ 645	\$ 545			\$ 431	\$ 522		
	Admin Leave			\$ 234	\$ 1,066		\$ 620	\$ 227				\$ 201		
Allow	Auto													
Benefit Package Total		\$ 4,561	\$ 0	\$ 5,776	\$ 7,345	\$ 0	\$ 5,107	\$ 5,350	\$ 0	\$ 0	\$ 4,117	\$ 5,133	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Accounting Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Fairfield Suisun Sewer District	Senior Accountant	\$ 12,990	\$ 11,445	\$ 12,710	\$ 7,345	\$ 20,055	4/5/2024	unknown	unknown
2	Napa Sanitation District	Senior Accountant	\$ 13,938	\$ 12,613	\$ 12,893	\$ 5,107	\$ 18,000	7/8/2023	unknown	unknown
3	Delta Diablo Sanitation District	Senior Accountant	\$ 13,234	\$ 11,488	\$ 12,164	\$ 5,776	\$ 17,940	7/9/2023	7/1/2024	2.00% - 5.00%
4	North Tahoe Public Utility District	Controller	\$ 11,801	\$ 12,128	\$ 11,812	\$ 5,350	\$ 17,162	7/9/2023	7/1/2024	2.50% - 4.00%
5	Tahoe City Public Utility District <sup>2</sup>	[Accounting Technician/ Accounting Manager]	\$ 10,432	\$ 10,722	\$ 10,442	\$ 5,133	\$ 15,575	1/1/2024	unknown	unknown
6	South Tahoe Public Utility District <sup>1</sup>	Accounting Supervisor	\$ 9,244	\$ 8,696	\$ 9,347	\$ 4,117	\$ 13,464	10/4/2023	unknown	unknown
7	<b>Tahoe Truckee Sanitation</b>	<b>Accounting Supervisor</b>	<b>\$ 7,930</b>	<b>\$ 7,930</b>	<b>\$ 7,930</b>	<b>\$ 4,561</b>	<b>\$ 12,491</b>	<b>9/20/2023</b>	<b>unknown</b>	<b>unknown</b>
8	Central Marin Sanitation Agency	N/C								
9	Monterey One Water	N/C								
10	Oro Loma Sanitary District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 11,940	\$ 11,182	\$ 11,561	\$ 17,033
% Tahoe Truckee Sanitation Agency Above/Below	-50.6%	-41.0%	-45.8%	-36.4%
Median of Comparators	\$ 12,396	\$ 11,467	\$ 11,988	\$ 17,551
% Tahoe Truckee Sanitation Agency Above/Below	-56.3%	-44.6%	-51.2%	-40.5%
75th Percentile	\$ 13,173	\$ 11,968	\$ 12,574	\$ 17,985
% Tahoe Truckee Sanitation Agency Above/Below	-66.1%	-50.9%	-58.6%	-44.0%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

2 - Tahoe City Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)  
May 2024**

**Administrative Assistant (new)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Tahoe Truckee Sanitation	Administrative Assistant (new)	proposed							
2	Silicon Valley Clean Water	Administrative Assistant II	\$ 11,360	\$ 9,066	\$ 8,600	\$ 4,301	\$ 12,901	7/1/2023	unknown	unknown
3	Tahoe City Public Utility District	Administrative Technician	\$ 8,135	\$ 8,360	\$ 8,143	\$ 4,434	\$ 12,577	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
4	Central Marin Sanitation Agency	Administrative Specialist II	\$ 10,192	\$ 8,382	\$ 8,038	\$ 3,972	\$ 12,010	6/25/2023	unknown	unknown
5	Union Sanitary District	Administrative Specialist II	\$ 9,247	\$ 7,817	\$ 7,661	\$ 4,272	\$ 11,933	3/1/2024	3/1/2024	CPI 3.25% - 4.50%
6	Delta Diablo Sanitation District	Administrative Assistant II	\$ 7,884	\$ 6,844	\$ 7,246	\$ 4,473	\$ 11,719	7/9/2023	7/1/2024	2.00% - 5.00%
7	Truckee Sanitary District	Administrative Assistant II	\$ 7,015	\$ 7,015	\$ 7,015	\$ 3,693	\$ 10,708	12/29/2023	unknown	unknown
8	South Tahoe Public Utility District	Administrative Assistant/Assistant Clerk of the Board	\$ 6,867	\$ 6,460	\$ 6,943	\$ 3,719	\$ 10,662	10/4/2023	unknown	unknown
9	Monterey One Water	Administrative Support Specialist II (confidential)	\$ 7,819	\$ 7,000	\$ 6,615	\$ 3,213	\$ 9,828	6/25/2023	unknown	unknown
10	Napa Sanitation District	Administrative Assistant II	\$ 7,134	\$ 6,456	\$ 6,599	\$ 3,749	\$ 10,348	7/8/2023	unknown	unknown
11	Fairfield Suisun Sewer District	N/C								
12	North Tahoe Public Utility District	N/C								
13	Oro Loma Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 8,406	\$ 7,489	\$ 7,429	\$ 11,409
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Median of Comparators	\$ 7,884	\$ 7,015	\$ 7,246	\$ 11,719
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
75th Percentile	\$ 9,247	\$ 8,360	\$ 8,038	\$ 12,010
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Number of Matches	9	9	9	9

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Administrative Assistant (new)	Administrative Specialist II	Administrative Assistant II	N/C	Administrative Support Specialist II (confidential)	Administrative Assistant II	N/C	N/C	Administrative Assistant II	Administrative Assistant/Assistant Clerk of the Board	Administrative Technician	Administrative Assistant II	Administrative Specialist II
	Adjusted Cost of Living Top Monthly Salary	proposed	\$ 8,038	\$ 7,246		\$ 6,615	\$ 6,599			\$ 8,600	\$ 6,943	\$ 8,143	\$ 7,015	\$ 7,661
Retirement	PEPRA		2%@62	2%@62		2%@62	2%@62			2%@62	2%@62	2%@62	2%@62	2%@62
	Employee Cost Share					\$ -0								
	Social Security			\$ 449							\$ 430	\$ 505	\$ 435	
	Deferred Compensation			\$ 290			\$ 100			\$ 192		\$ 163		\$ 42
	Other Ret.													
Insurance	Cafeteria													
	Health		\$ 2,657	\$ 2,656		\$ 2,431	\$ 2,656			\$ 2,538	\$ 2,389	\$ 2,379	\$ 2,379	\$ 3,174
	Dental		\$ 250	\$ 211			\$ 167			\$ 193	\$ 154	\$ 125	\$ 178	\$ 144
	Vision		\$ 45	\$ 31			\$ 26			\$ 22	\$ 24	\$ 42		\$ 22
	Other Ins.											\$ 125		
Leaves	Vacation		\$ 464	\$ 446		\$ 382	\$ 381			\$ 662	\$ 401	\$ 689	\$ 432	\$ 442
	Holidays		\$ 402	\$ 390		\$ 401	\$ 330			\$ 463	\$ 320	\$ 407	\$ 270	\$ 449
	Admin Leave		\$ 155				\$ 89			\$ 232				
Allow	Auto													
Benefit Package Total		\$ 0	\$ 3,972	\$ 4,473	\$ 0	\$ 3,213	\$ 3,749	\$ 0	\$ 0	\$ 4,301	\$ 3,719	\$ 4,434	\$ 3,693	\$ 4,272

**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)  
May 2024**

**Administrative Assistant (new)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Tahoe Truckee Sanitation	Administrative Assistant (new)	proposed							
2	Silicon Valley Clean Water	Administrative Assistant II	\$ 11,360	\$ 9,066	\$ 8,600	\$ 4,301	\$ 12,901	7/1/2023	unknown	unknown
3	Tahoe City Public Utility District	Administrative Technician	\$ 8,135	\$ 8,360	\$ 8,143	\$ 4,434	\$ 12,577	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
4	Central Marin Sanitation Agency	Administrative Specialist II	\$ 10,192	\$ 8,382	\$ 8,038	\$ 3,972	\$ 12,010	6/25/2023	unknown	unknown
5	Union Sanitary District	Administrative Specialist II	\$ 9,247	\$ 7,817	\$ 7,661	\$ 4,272	\$ 11,933	3/1/2024	3/1/2024	CPI 3.25% - 4.50%
6	Delta Diablo Sanitation District	Administrative Assistant II	\$ 7,884	\$ 6,844	\$ 7,246	\$ 4,473	\$ 11,719	7/9/2023	7/1/2024	2.00% - 5.00%
7	Truckee Sanitary District	Administrative Assistant II	\$ 7,015	\$ 7,015	\$ 7,015	\$ 3,693	\$ 10,708	12/29/2023	unknown	unknown
8	South Tahoe Public Utility District	Administrative Assistant/Assistant Clerk of the Board	\$ 6,867	\$ 6,460	\$ 6,943	\$ 3,719	\$ 10,662	10/4/2023	unknown	unknown
9	Napa Sanitation District	Administrative Assistant II	\$ 7,134	\$ 6,456	\$ 6,599	\$ 3,749	\$ 10,348	7/8/2023	unknown	unknown
10	Monterey One Water	Administrative Support Specialist II (confidential)	\$ 7,819	\$ 7,000	\$ 6,615	\$ 3,213	\$ 9,828	6/25/2023	unknown	unknown
11	Fairfield Suisun Sewer District	N/C								
12	North Tahoe Public Utility District	N/C								
13	Oro Loma Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 8,406	\$ 7,489	\$ 7,429	\$ 11,409
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Median of Comparators	\$ 7,884	\$ 7,015	\$ 7,246	\$ 11,719
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
75th Percentile	\$ 9,247	\$ 8,360	\$ 8,038	\$ 12,010
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Number of Matches	9	9	9	9

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Associate Engineer**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Fairfield Suisun Sewer District	Associate Engineer	\$ 14,792	\$ 13,033	\$ 14,474	\$ 7,932	\$ 22,406	4/5/2024	unknown	unknown
2	Tahoe City Public Utility District	Associate Civil Engineer	\$ 13,379	\$ 13,750	\$ 13,392	\$ 5,829	\$ 19,221	1/1/2024	unknown	unknown
3	Delta Diablo Sanitation District <sup>1</sup>	[Assistant Engineer/ Associate Engineer]	\$ 14,323	\$ 12,434	\$ 13,165	\$ 6,012	\$ 19,177	7/9/2023	7/1/2024	2.00% - 5.00%
4	Truckee Sanitary District	Associate Engineer	\$ 12,901	\$ 12,901	\$ 12,901	\$ 4,647	\$ 17,548	12/29/2023	unknown	unknown
5	Napa Sanitation District	Associate Engineer	\$ 13,938	\$ 12,613	\$ 12,893	\$ 5,107	\$ 18,000	7/8/2023	unknown	unknown
6	Oro Loma Sanitary District	Associate Engineer	\$ 14,284	\$ 12,136	\$ 12,765	\$ 4,600	\$ 17,365	6/26/2023	6/24/2024	2.00% - 5.00%
7	Monterey One Water	Associate Engineer	\$ 14,791	\$ 13,241	\$ 12,513	\$ 4,125	\$ 16,638	6/25/2023	unknown	unknown
8	South Tahoe Public Utility District <sup>2</sup>	Associate Engineer	\$ 11,610	\$ 10,922	\$ 11,739	\$ 4,514	\$ 16,253	10/4/2024	unknown	unknown
9	Union Sanitary District <sup>3</sup>	[Assistant Engineer/ Associate Engineer]	\$ 14,057	\$ 11,883	\$ 11,646	\$ 5,116	\$ 16,762	9/1/2023	9/1/2024	unknown
10	Central Marin Sanitation Agency	Associate Engineer	\$ 14,573	\$ 11,985	\$ 11,493	\$ 4,410	\$ 15,903	6/25/2023	unknown	unknown
11	Silicon Valley Clean Water	Associate Engineer	\$ 14,732	\$ 11,757	\$ 11,152	\$ 4,317	\$ 15,469	7/1/2023	unknown	unknown
12	<b>Tahoe Truckee Sanitation</b>	<b>Associate Engineer</b>	<b>\$ 10,966</b>	<b>\$ 10,966</b>	<b>\$ 10,966</b>	<b>\$ 4,888</b>	<b>\$ 15,854</b>	<b>9/20/2023</b>	<b>unknown</b>	<b>unknown</b>
13	North Tahoe Public Utility District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 13,944	\$ 12,423	\$ 12,558	\$ 17,704
% Tahoe Truckee Sanitation Agency Above/Below	-27.2%	-13.3%	-14.5%	-11.7%
Median of Comparators	\$ 14,284	\$ 12,434	\$ 12,765	\$ 17,365
% Tahoe Truckee Sanitation Agency Above/Below	-30.3%	-13.4%	-16.4%	-9.5%
75th Percentile	\$ 14,653	\$ 12,967	\$ 13,033	\$ 18,589
% Tahoe Truckee Sanitation Agency Above/Below	-33.6%	-18.2%	-18.8%	-17.3%
Number of Matches	11	11	11	11

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

3 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.



Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Associate Engineer	Associate Engineer	[Assistant Engineer/ Associate Engineer]	Associate Engineer	Associate Engineer	Associate Engineer	N/C	Associate Engineer	Associate Engineer	Associate Engineer	Associate Civil Engineer	Associate Engineer	[Assistant Engineer/ Associate Engineer]
	Adjusted Cost of Living Top Monthly Salary	\$ 10,966	\$ 11,493	\$ 13,165	\$ 14,474	\$ 12,513	\$ 12,893		\$ 12,765	\$ 11,152	\$ 11,739	\$ 13,392	\$ 12,901	\$ 11,646
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62		2%@60	2%@62	2%@62	2%@62	2%@62	2%@62
	Employee Cost Share					\$ -26								
	Social Security			\$ 816	\$ 871						\$ 728	\$ 830	\$ 800	
	Deferred Compensation			\$ 527	\$ 1,303		\$ 250		\$ 103	\$ 192		\$ 268		\$ 254
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,657	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656	\$ 2,538	\$ 2,389	\$ 2,379	\$ 2,379	\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167		\$ 150	\$ 193	\$ 154	\$ 125	\$ 178	\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26		\$ 13	\$ 22	\$ 24	\$ 42		\$ 22
	Other Ins.	\$ 83										\$ 125		
Leaves	Vacation	\$ 633	\$ 663	\$ 810	\$ 835	\$ 722	\$ 744		\$ 736	\$ 643	\$ 677	\$ 1,133	\$ 794	\$ 672
	Holidays	\$ 548	\$ 575	\$ 709	\$ 779	\$ 758	\$ 645		\$ 786	\$ 600	\$ 542	\$ 670	\$ 496	\$ 627
	Admin Leave		\$ 221	\$ 253	\$ 1,214	\$ 241	\$ 620			\$ 129		\$ 258		\$ 224
Allow	Auto													
Benefit Package Total		\$ 4,888	\$ 4,410	\$ 6,012	\$ 7,932	\$ 4,125	\$ 5,107	\$ 0	\$ 4,600	\$ 4,317	\$ 4,514	\$ 5,829	\$ 4,647	\$ 5,116

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Associate Engineer**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Fairfield Suisun Sewer District	Associate Engineer	\$ 14,792	\$ 13,033	\$ 14,474	\$ 7,932	\$ 22,406	4/5/2024	unknown	unknown
2	Tahoe City Public Utility District	Associate Civil Engineer	\$ 13,379	\$ 13,750	\$ 13,392	\$ 5,829	\$ 19,221	1/1/2024	unknown	unknown
3	Delta Diablo Sanitation District <sup>1</sup>	[Assistant Engineer/ Associate Engineer]	\$ 14,323	\$ 12,434	\$ 13,165	\$ 6,012	\$ 19,177	7/9/2023	7/1/2024	2.00% - 5.00%
4	Napa Sanitation District	Associate Engineer	\$ 13,938	\$ 12,613	\$ 12,893	\$ 5,107	\$ 18,000	7/8/2023	unknown	unknown
5	Truckee Sanitary District	Associate Engineer	\$ 12,901	\$ 12,901	\$ 12,901	\$ 4,647	\$ 17,548	12/29/2023	unknown	unknown
6	Oro Loma Sanitary District	Associate Engineer	\$ 14,284	\$ 12,136	\$ 12,765	\$ 4,600	\$ 17,365	6/26/2023	6/24/2024	2.00% - 5.00%
7	Union Sanitary District <sup>3</sup>	[Assistant Engineer/ Associate Engineer]	\$ 14,057	\$ 11,883	\$ 11,646	\$ 5,116	\$ 16,762	9/1/2023	9/1/2024	unknown
8	Monterey One Water	Associate Engineer	\$ 14,791	\$ 13,241	\$ 12,513	\$ 4,125	\$ 16,638	6/25/2023	unknown	unknown
9	South Tahoe Public Utility District <sup>2</sup>	Associate Engineer	\$ 11,610	\$ 10,922	\$ 11,739	\$ 4,514	\$ 16,253	10/4/2024	unknown	unknown
10	Central Marin Sanitation Agency	Associate Engineer	\$ 14,573	\$ 11,985	\$ 11,493	\$ 4,410	\$ 15,903	6/25/2023	unknown	unknown
11	<b>Tahoe Truckee Sanitation</b>	<b>Associate Engineer</b>	<b>\$ 10,966</b>	<b>\$ 10,966</b>	<b>\$ 10,966</b>	<b>\$ 4,888</b>	<b>\$ 15,854</b>	<b>9/20/2023</b>	<b>unknown</b>	<b>unknown</b>
12	Silicon Valley Clean Water	Associate Engineer	\$ 14,732	\$ 11,757	\$ 11,152	\$ 4,317	\$ 15,469	7/1/2023	unknown	unknown
13	North Tahoe Public Utility District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 13,944	\$ 12,423	\$ 12,558	\$ 17,704
% Tahoe Truckee Sanitation Agency Above/Below	-27.2%	-13.3%	-14.5%	-11.7%
Median of Comparators	\$ 14,284	\$ 12,434	\$ 12,765	\$ 17,365
% Tahoe Truckee Sanitation Agency Above/Below	-30.3%	-13.4%	-16.4%	-9.5%
75th Percentile	\$ 14,653	\$ 12,967	\$ 13,033	\$ 18,589
% Tahoe Truckee Sanitation Agency Above/Below	-33.6%	-18.2%	-18.8%	-17.3%
Number of Matches	11	11	11	11

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

3 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Chemist III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Oro Loma Sanitary District	Plant Chemist	\$ 13,522	\$ 11,489	\$ 12,084	\$ 4,517	\$ 16,601	6/26/2023	6/24/2024	2.00% - 5.00%
2	Fairfield Suisun Sewer District	Laboratory Analyst	\$ 11,797	\$ 10,394	\$ 11,543	\$ 5,332	\$ 16,875	4/5/2024	unknown	unknown
3	Delta Diablo Sanitation District	Chemist II	\$ 11,802	\$ 10,245	\$ 10,848	\$ 5,256	\$ 16,104	7/9/2023	7/1/2024	2.00% - 5.00%
4	Union Sanitary District <sup>3</sup>	[Chemist I/ Chemist II]	\$ 12,390	\$ 10,473	\$ 10,265	\$ 4,575	\$ 14,840	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
5	Monterey One Water <sup>1</sup>	[Laboratory Analyst II/ QA/QC Laboratory Analyst]	\$ 11,044	\$ 9,887	\$ 9,343	\$ 3,516	\$ 12,859	6/25/2023	unknown	unknown
6	Napa Sanitation District	Laboratory Analyst II	\$ 9,774	\$ 8,845	\$ 9,042	\$ 4,045	\$ 13,087	7/8/2023	unknown	unknown
7	Silicon Valley Clean Water	Laboratory Analyst II	\$ 11,527	\$ 9,199	\$ 8,726	\$ 4,019	\$ 12,745	7/1/2023	7/1/2024	4.50%
8	Central Marin Sanitation Agency	Laboratory Analyst I	\$ 10,944	\$ 9,000	\$ 8,631	\$ 3,880	\$ 12,511	6/25/2023	6/23/2024	CPI
9	<b>Tahoe Truckee Sanitation</b>	<b>Chemist III</b>	<b>\$ 8,545</b>	<b>\$ 8,545</b>	<b>\$ 8,545</b>	<b>\$ 4,627</b>	<b>\$ 13,172</b>	<b>9/20/2023</b>	<b>unknown</b>	<b>unknown</b>
10	South Tahoe Public Utility District <sup>2</sup>	Lab Technologist II	\$ 8,357	\$ 7,862	\$ 8,450	\$ 3,969	\$ 12,419	10/4/2024	unknown	unknown
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 11,240	\$ 9,710	\$ 9,881	\$ 14,227
% Tahoe Truckee Sanitation Agency Above/Below	-31.5%	-13.6%	-15.6%	-8.0%
Median of Comparators	\$ 11,527	\$ 9,887	\$ 9,343	\$ 13,087
% Tahoe Truckee Sanitation Agency Above/Below	-34.9%	-15.7%	-9.3%	0.7%
75th Percentile	\$ 11,802	\$ 10,394	\$ 10,848	\$ 16,104
% Tahoe Truckee Sanitation Agency Above/Below	-38.1%	-21.6%	-27.0%	-22.3%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

3 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Chemist III	Laboratory Analyst I	Chemist II	Laboratory Analyst	[Laboratory Analyst II/ QA/QC Laboratory Analyst]	Laboratory Analyst II	N/C	Plant Chemist	Laboratory Analyst II	Lab Technologist II	N/C	N/C	[Chemist I/ Chemist II]
	Adjusted Cost of Living Top Monthly Salary	\$ 8,545	\$ 8,631	\$ 10,848	\$ 11,543	\$ 9,343	\$ 9,042		\$ 12,084	\$ 8,726	\$ 8,450			\$ 10,265
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62		2%@60	2%@62	2%@62			2%@62
	Employee Cost Share					\$ -20								
	Social Security			\$ 673	\$ 716					\$ 524				
	Deferred Compensation			\$ 434	\$ 266		\$ 100		\$ 101	\$ 192				\$ 42
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,656	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656	\$ 2,538	\$ 2,389			\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167		\$ 150	\$ 193	\$ 154			\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26		\$ 13	\$ 22	\$ 24			\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 493	\$ 498	\$ 668	\$ 666	\$ 539	\$ 522		\$ 697	\$ 503	\$ 488			\$ 592
	Holidays	\$ 427	\$ 432	\$ 584	\$ 622	\$ 566	\$ 452		\$ 744	\$ 470	\$ 390			\$ 602
	Admin Leave				\$ 133		\$ 122			\$ 101				
Allow	Auto													
Benefit Package Total		\$ 4,627	\$ 3,880	\$ 5,256	\$ 5,332	\$ 3,516	\$ 4,045	\$ 0	\$ 4,517	\$ 4,019	\$ 3,969	\$ 0	\$ 0	\$ 4,575

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Chemist III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Fairfield Suisun Sewer District	Laboratory Analyst	\$ 11,797	\$ 10,394	\$ 11,543	\$ 5,332	\$ 16,875	4/5/2024	unknown	unknown
2	Oro Loma Sanitary District	Plant Chemist	\$ 13,522	\$ 11,489	\$ 12,084	\$ 4,517	\$ 16,601	6/26/2023	6/24/2024	2.00% - 5.00%
3	Delta Diablo Sanitation District	Chemist II	\$ 11,802	\$ 10,245	\$ 10,848	\$ 5,256	\$ 16,104	7/9/2023	7/1/2024	2.00% - 5.00%
4	Union Sanitary District <sup>3</sup>	[Chemist I/ Chemist II]	\$ 12,390	\$ 10,473	\$ 10,265	\$ 4,575	\$ 14,840	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
5	<b>Tahoe Truckee Sanitation</b>	<b>Chemist III</b>	<b>\$ 8,545</b>	<b>\$ 8,545</b>	<b>\$ 8,545</b>	<b>\$ 4,627</b>	<b>\$ 13,172</b>	<b>9/20/2023</b>	<b>unknown</b>	<b>unknown</b>
6	Napa Sanitation District	Laboratory Analyst II	\$ 9,774	\$ 8,845	\$ 9,042	\$ 4,045	\$ 13,087	7/8/2023	unknown	unknown
7	Monterey One Water <sup>1</sup>	[Laboratory Analyst II/ QA/QC Laboratory Analyst]	\$ 11,044	\$ 9,887	\$ 9,343	\$ 3,516	\$ 12,859	6/25/2023	unknown	unknown
8	Silicon Valley Clean Water	Laboratory Analyst II	\$ 11,527	\$ 9,199	\$ 8,726	\$ 4,019	\$ 12,745	7/1/2023	7/1/2024	4.50%
9	Central Marin Sanitation Agency	Laboratory Analyst I	\$ 10,944	\$ 9,000	\$ 8,631	\$ 3,880	\$ 12,511	6/25/2023	6/23/2024	CPI
10	South Tahoe Public Utility District <sup>2</sup>	Lab Technologist II	\$ 8,357	\$ 7,862	\$ 8,450	\$ 3,969	\$ 12,419	10/4/2024	unknown	unknown
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 11,240	\$ 9,710	\$ 9,881	\$ 14,227
% Tahoe Truckee Sanitation Agency Above/Below	-31.5%	-13.6%	-15.6%	-8.0%
Median of Comparators	\$ 11,527	\$ 9,887	\$ 9,343	\$ 13,087
% Tahoe Truckee Sanitation Agency Above/Below	-34.9%	-15.7%	-9.3%	0.7%
75th Percentile	\$ 11,802	\$ 10,394	\$ 10,848	\$ 16,104
% Tahoe Truckee Sanitation Agency Above/Below	-38.1%	-21.6%	-27.0%	-22.3%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

3 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Chief Plant Operator**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Union Sanitary District <sup>6</sup>	[Coach, Wastewater Operations/ Manager, Treatment and Disposal Services]	\$ 18,694	\$ 15,802	\$ 15,488	\$ 5,893	\$ 21,381	9/1/2023	9/1/2024	unknown
2	Oro Loma Sanitary District	Operations Manager	\$ 17,300	\$ 14,698	\$ 15,460	\$ 5,858	\$ 21,318	6/26/2023	6/24/2024	2.00% - 5.00%
3	Napa Sanitation District <sup>4</sup>	[Operations Supervisor/ Operations Services Director]	\$ 16,222	\$ 14,681	\$ 15,007	\$ 4,767	\$ 19,774	7/8/2023	unknown	unknown
4	Delta Diablo Sanitation District <sup>2</sup>	[Operations Supervisor/ Operations Manager]	\$ 16,246	\$ 14,103	\$ 14,932	\$ 6,876	\$ 21,808	7/9/2023	7/1/2024	2.00% - 5.00%
5	Central Marin Sanitation Agency <sup>1</sup>	[Operations Supervisor/ Treatment Plant Manager]	\$ 18,069	\$ 14,860	\$ 14,250	\$ 4,760	\$ 19,010	6/25/2023	unknown	unknown
6	Tahoe Truckee Sanitation	Chief Plant Operator	\$ 12,736	\$ 12,736	\$ 12,736	\$ 6,263	\$ 18,999	9/20/2023	unknown	unknown
7	South Tahoe Public Utility District <sup>5</sup>	Chief Plant Operator	\$ 11,693	\$ 11,000	\$ 11,823	\$ 4,528	\$ 16,351	10/4/2024	unknown	unknown
8	Monterey One Water <sup>3</sup>	[Operations Supervisor/ Operations Manager]	\$ 13,970	\$ 12,507	\$ 11,819	\$ 4,122	\$ 15,941	6/25/2023	unknown	unknown
9	Fairfield Suisun Sewer District	N/C								
10	North Tahoe Public Utility District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 16,028	\$ 13,950	\$ 14,111	\$ 19,369
% Tahoe Truckee Sanitation Agency Above/Below	-25.8%	-9.5%	-10.8%	-1.9%
Median of Comparators	\$ 16,246	\$ 14,681	\$ 14,932	\$ 19,774
% Tahoe Truckee Sanitation Agency Above/Below	-27.6%	-15.3%	-17.2%	-4.1%
75th Percentile	\$ 17,685	\$ 14,779	\$ 15,234	\$ 21,349
% Tahoe Truckee Sanitation Agency Above/Below	-38.9%	-16.0%	-19.6%	-12.4%
Number of Matches	7	7	7	7

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Central Marin Sanitation Agency: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

4 - Napa Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

5 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

6 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Chief Plant Operator	[Operations Supervisor/ Treatment Plant Manager]	[Operations Supervisor/ Operations Manager]	N/C	[Operations Supervisor/ Operations Manager]	[Operations Supervisor/ Operations Services Director]	N/C	Operations Manager	N/C	Chief Plant Operator	N/C	N/C	[Coach, Wastewater Operations/ Manager, Treatment and Disposal Services]
	Adjusted Cost of Living Top Monthly Salary	\$ 12,736	\$ 14,250	\$ 14,932		\$ 11,819	\$ 15,007		\$ 15,460		\$ 11,823			\$ 15,488
Retirement	PEPRA	2%@62	2%@62	2%@62		2%@62	2%@62		2%@60		2%@62			2%@62
	Employee Cost Share					\$ -25								
	Social Security			\$ 871							\$ 733			
	Deferred Compensation			\$ 597			\$ 100		\$ 1,040					\$ 350
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,657	\$ 2,656		\$ 2,431	\$ 2,656		\$ 2,656		\$ 2,389			\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211			\$ 167		\$ 150		\$ 154			\$ 144
	Vision		\$ 45	\$ 31			\$ 26		\$ 13		\$ 24			\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 1,470	\$ 822	\$ 919		\$ 682	\$ 866		\$ 892		\$ 682			\$ 894
	Holidays	\$ 637	\$ 713	\$ 804		\$ 716	\$ 750		\$ 951		\$ 546			\$ 834
	Admin Leave		\$ 274	\$ 287		\$ 318	\$ 202							\$ 477
Allow	Auto	\$ 450		\$ 500										
Benefit Package Total		\$ 6,263	\$ 4,760	\$ 6,876	\$ 0	\$ 4,122	\$ 4,767	\$ 0	\$ 5,858	\$ 0	\$ 4,528	\$ 0	\$ 0	\$ 5,893

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Chief Plant Operator**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Delta Diablo Sanitation District <sup>2</sup>	[Operations Supervisor/ Operations Manager]	\$ 16,246	\$ 14,103	\$ 14,932	\$ 6,876	\$ 21,808	7/9/2023	7/1/2024	2.00% - 5.00%
2	Union Sanitary District <sup>6</sup>	[Coach, Wastewater Operations/ Manager, Treatment and Disposal Services]	\$ 18,694	\$ 15,802	\$ 15,488	\$ 5,893	\$ 21,381	9/1/2023	9/1/2024	unknown
3	Oro Loma Sanitary District	Operations Manager	\$ 17,300	\$ 14,698	\$ 15,460	\$ 5,858	\$ 21,318	6/26/2023	6/24/2024	2.00% - 5.00%
4	Napa Sanitation District <sup>4</sup>	[Operations Supervisor/ Operations Services Director]	\$ 16,222	\$ 14,681	\$ 15,007	\$ 4,767	\$ 19,774	7/8/2023	unknown	unknown
5	Central Marin Sanitation Agency <sup>1</sup>	[Operations Supervisor/ Treatment Plant Manager]	\$ 18,069	\$ 14,860	\$ 14,250	\$ 4,760	\$ 19,010	6/25/2023	unknown	unknown
6	Tahoe Truckee Sanitation	Chief Plant Operator	\$ 12,736	\$ 12,736	\$ 12,736	\$ 6,263	\$ 18,999	9/20/2023	unknown	unknown
7	South Tahoe Public Utility District <sup>5</sup>	Chief Plant Operator	\$ 11,693	\$ 11,000	\$ 11,823	\$ 4,528	\$ 16,351	10/4/2024	unknown	unknown
8	Monterey One Water <sup>3</sup>	[Operations Supervisor/ Operations Manager]	\$ 13,970	\$ 12,507	\$ 11,819	\$ 4,122	\$ 15,941	6/25/2023	unknown	unknown
9	Fairfield Suisun Sewer District	N/C								
10	North Tahoe Public Utility District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 16,028	\$ 13,950	\$ 14,111	\$ 19,369
% Tahoe Truckee Sanitation Agency Above/Below	-25.8%	-9.5%	-10.8%	-1.9%
Median of Comparators	\$ 16,246	\$ 14,681	\$ 14,932	\$ 19,774
% Tahoe Truckee Sanitation Agency Above/Below	-27.6%	-15.3%	-17.2%	-4.1%
75th Percentile	\$ 17,685	\$ 14,779	\$ 15,234	\$ 21,349
% Tahoe Truckee Sanitation Agency Above/Below	-38.9%	-16.0%	-19.6%	-12.4%
Number of Matches	7	7	7	7

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary  
N/C - Non Comparator

- 1 - Central Marin Sanitation Agency: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 2 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 3 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 4 - Napa Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 5 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.
- 6 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.



**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**CMMS-GIS Technician**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Truckee Sanitary District	GIS/IT Specialist	\$ 11,605	\$ 11,605	\$ 11,605	\$ 4,437	\$ 16,042	12/29/2023	unknown	unknown
2	Napa Sanitation District	Asset Management Analyst	\$ 12,151	\$ 10,996	\$ 11,240	\$ 4,311	\$ 15,551	7/8/2023	unknown	unknown
3	Tahoe City Public Utility District <sup>1</sup>	[Engineering Technician II/ Information Systems and Technology Technician II]	\$ 9,444	\$ 9,706	\$ 9,454	\$ 4,718	\$ 14,172	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
4	Tahoe Truckee Sanitation	CMMS-GIS Technician	\$ 8,009	\$ 8,009	\$ 8,009	\$ 4,570	\$ 12,579	9/20/2023	unknown	unknown
5	Central Marin Sanitation Agency	N/C								
6	Delta Diablo Sanitation District	N/C								
7	Fairfield Suisun Sewer District	N/C								
8	Monterey One Water	N/C								
9	North Tahoe Public Utility District	N/C								
10	Oro Loma Sanitary District	N/C								
11	Silicon Valley Clean Water	N/C								
12	South Tahoe Public Utility District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Number of Matches	2	2	2	2

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Tahoe City Public Utility District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the same for both matches.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		CMMS-GIS Technician	N/C	N/C	N/C	N/C	Asset Management Analyst	N/C	N/C	N/C	N/C	[Engineering Technician II/ Information Systems and Technology Technician II]	GIS/IT Specialist	N/C
	Adjusted Cost of Living Top Monthly Salary	\$ 8,009					\$ 11,240					\$ 9,454	\$ 11,605	
Retirement	PEPRA	2%@62					2%@62					2%@62	2%@62	
	Employee Cost Share						0							
	Social Security						0					\$ 586	\$ 720	
	Deferred Compensation						\$ 100					\$ 189		
	Other Ret.						0							
Insurance	Cafeteria													
	Health	\$ 3,417					\$ 2,656					\$ 2,379	\$ 2,379	
	Dental	\$ 207					\$ 167					\$ 125	\$ 178	
	Vision						\$ 26					\$ 42		
	Other Ins.	\$ 83										\$ 125		
Leaves	Vacation	\$ 462					\$ 562					\$ 800	\$ 714	
	Holidays	\$ 400					\$ 648					\$ 473	\$ 446	
	Admin Leave						\$ 151							
Allow	Auto													
Benefit Package Total		\$ 4,570	\$ 0	\$ 0	\$ 0	\$ 0	\$ 4,311	\$ 0	\$ 0	\$ 0	\$ 0	\$ 4,718	\$ 4,437	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**CMMS-GIS Technician**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Truckee Sanitary District	GIS/IT Specialist	\$ 11,605	\$ 11,605	\$ 11,605	\$ 4,437	\$ 16,042	12/29/2023	unknown	unknown
2	Napa Sanitation District	Asset Management Analyst	\$ 12,151	\$ 10,996	\$ 11,240	\$ 4,311	\$ 15,551	7/8/2023	unknown	unknown
3	Tahoe City Public Utility District <sup>1</sup>	[Engineering Technician II/ Information Systems and Technology Technician II]	\$ 9,444	\$ 9,706	\$ 9,454	\$ 4,718	\$ 14,172	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
4	Tahoe Truckee Sanitation	CMMS-GIS Technician	\$ 8,009	\$ 8,009	\$ 8,009	\$ 4,570	\$ 12,579	9/20/2023	unknown	unknown
5	Central Marin Sanitation Agency	N/C								
6	Delta Diablo Sanitation District	N/C								
7	Fairfield Suisun Sewer District	N/C								
8	Monterey One Water	N/C								
9	North Tahoe Public Utility District	N/C								
10	Oro Loma Sanitary District	N/C								
11	Silicon Valley Clean Water	N/C								
12	South Tahoe Public Utility District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Number of Matches	3	3	3	3

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Tahoe City Public Utility District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the same for both matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Customer Service Specialist II**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Union Sanitary District <sup>6</sup>	[Customer Service Fee Analyst/ Engineering Technician II]	\$ 10,624	\$ 8,981	\$ 8,802	\$ 4,405	\$ 13,207	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
2	Delta Diablo Sanitation District <sup>1</sup>	[Account Clerk II/ Engineering Technician]	\$ 9,476	\$ 8,226	\$ 8,709	\$ 4,791	\$ 13,500	7/9/2023	7/1/2024	2.00% - 5.00%
3	Tahoe City Public Utility District <sup>4</sup>	[Accounting Assistant II/ Construction Inspector II]	\$ 8,559	\$ 8,797	\$ 8,568	\$ 4,526	\$ 13,094	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
4	Truckee Sanitary District <sup>5</sup>	[Administrative Assistant II/ Administrative Specialist]	\$ 8,366	\$ 8,366	\$ 8,366	\$ 3,912	\$ 12,278	12/29/2023	unknown	unknown
5	Monterey One Water	Customer Service Representative II	\$ 8,230	\$ 7,368	\$ 6,963	\$ 3,240	\$ 10,203	6/25/2023	unknown	unknown
6	North Tahoe Public Utility District <sup>2</sup>	[Customer Service Representative II/ Contracts and Planning Coordinator]	\$ 6,659	\$ 6,843	\$ 6,665	\$ 4,223	\$ 10,888	7/9/2023	7/1/2024	2.50% - 4.00%
7	Napa Sanitation District	Administrative Assistant II	\$ 7,134	\$ 6,456	\$ 6,599	\$ 3,749	\$ 10,348	7/8/2023	unknown	unknown
8	<b>Tahoe Truckee Sanitation</b>	<b>Customer Service Specialist II</b>	<b>\$ 6,496</b>	<b>\$ 6,496</b>	<b>\$ 6,496</b>	<b>\$ 4,407</b>	<b>\$ 10,903</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
9	South Tahoe Public Utility District <sup>3</sup>	Customer Service Representative II	\$ 6,079	\$ 5,719	\$ 6,146	\$ 3,586	\$ 9,732	10/4/2024	unknown	unknown
10	Central Marin Sanitation Agency	N/C								
11	Fairfield Suisun Sewer District	N/C								
12	Oro Loma Sanitary District	N/C								
13	Silicon Valley Clean Water	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 8,141	\$ 7,595	\$ 7,602	\$ 11,656
% Tahoe Truckee Sanitation Agency Above/Below	-25.3%	-16.9%	-17.0%	-6.9%
Median of Comparators	\$ 8,298	\$ 7,797	\$ 7,665	\$ 11,583
% Tahoe Truckee Sanitation Agency Above/Below	-27.7%	-20.0%	-18.0%	-6.2%
75th Percentile	\$ 8,788	\$ 8,474	\$ 8,603	\$ 13,122
% Tahoe Truckee Sanitation Agency Above/Below	-35.3%	-30.4%	-32.4%	-20.4%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary  
N/C - Non Comparator

- 1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 2 - North Tahoe Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 3 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.
- 4 - Tahoe City Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 5 - Truckee Sanitary District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.
- 6 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Customer Service Specialist II	N/C	[Account Clerk II/ Engineering Technician]	N/C	Customer Service Representative II	Administrative Assistant II	[Customer Service Representative III/ Contracts and Planning Coordinator]	N/C	N/C	Customer Service Representative II	[Accounting Assistant II/ Construction Inspector II]	[Administrative Assistant II/ Administrative Specialist]	[Customer Service Fee Analyst/ Engineering Technician II]
	Adjusted Cost of Living Top Monthly Salary	\$ 6,496		\$ 8,709		\$ 6,963	\$ 6,599	\$ 6,665			\$ 6,146	\$ 8,568	\$ 8,366	\$ 8,802
Retirement	PEPRA	2%@62		2%@62		2%@62	2%@62	2%@62			2%@62	2%@62	2%@62	2%@62
	Employee Cost Share					\$ -15								
	Social Security			\$ 540				\$ 413			\$ 381	\$ 531	\$ 519	
	Deferred Compensation			\$ 348			\$ 100					\$ 171		\$ 42
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417		\$ 2,656		\$ 2,431	\$ 2,656	\$ 2,637			\$ 2,389	\$ 2,379	\$ 2,379	\$ 3,174
	Dental	\$ 207		\$ 211			\$ 167	\$ 135			\$ 154	\$ 125	\$ 178	\$ 144
	Vision			\$ 31			\$ 26	\$ 55			\$ 24	\$ 42		\$ 22
	Other Ins.	\$ 83						\$ 292				\$ 125		
Leaves	Vacation	\$ 375		\$ 536		\$ 402	\$ 381	\$ 385			\$ 355	\$ 725	\$ 515	\$ 508
	Holidays	\$ 325		\$ 469		\$ 422	\$ 330	\$ 308			\$ 284	\$ 428	\$ 322	\$ 516
	Admin Leave						\$ 89							
Allow	Auto													
Benefit Package Total		\$ 4,407	\$ 0	\$ 4,791	\$ 0	\$ 3,240	\$ 3,749	\$ 4,223	\$ 0	\$ 0	\$ 3,586	\$ 4,526	\$ 3,912	\$ 4,405

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Customer Service Specialist II**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Delta Diablo Sanitation District <sup>1</sup>	[Account Clerk II/ Engineering Technician]	\$ 9,476	\$ 8,226	\$ 8,709	\$ 4,791	\$ 13,500	7/9/2023	7/1/2024	2.00% - 5.00%
2	Union Sanitary District <sup>6</sup>	[Customer Service Fee Analyst/ Engineering Technician II]	\$ 10,624	\$ 8,981	\$ 8,802	\$ 4,405	\$ 13,207	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
3	Tahoe City Public Utility District <sup>4</sup>	[Accounting Assistant II/ Construction Inspector II]	\$ 8,559	\$ 8,797	\$ 8,568	\$ 4,526	\$ 13,094	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
4	Truckee Sanitary District <sup>5</sup>	[Administrative Assistant II/ Administrative Specialist]	\$ 8,366	\$ 8,366	\$ 8,366	\$ 3,912	\$ 12,278	12/29/2023	unknown	unknown
5	<b>Tahoe Truckee Sanitation</b>	<b>Customer Service Specialist II</b>	<b>\$ 6,496</b>	<b>\$ 6,496</b>	<b>\$ 6,496</b>	<b>\$ 4,407</b>	<b>\$ 10,903</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
6	North Tahoe Public Utility District <sup>2</sup>	[Customer Service Representative II/ Contracts and Planning Coordinator]	\$ 6,659	\$ 6,843	\$ 6,665	\$ 4,223	\$ 10,888	7/9/2023	7/1/2024	2.50% - 4.00%
7	Napa Sanitation District	Administrative Assistant II	\$ 7,134	\$ 6,456	\$ 6,599	\$ 3,749	\$ 10,348	7/8/2023	unknown	unknown
8	Monterey One Water	Customer Service Representative II	\$ 8,230	\$ 7,368	\$ 6,963	\$ 3,240	\$ 10,203	6/25/2023	unknown	unknown
9	South Tahoe Public Utility District <sup>3</sup>	Customer Service Representative II	\$ 6,079	\$ 5,719	\$ 6,146	\$ 3,586	\$ 9,732	10/4/2024	unknown	unknown
10	Central Marin Sanitation Agency	N/C								
11	Fairfield Suisun Sewer District	N/C								
12	Oro Loma Sanitary District	N/C								
13	Silicon Valley Clean Water	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 8,141	\$ 7,595	\$ 7,602	\$ 11,656
% Tahoe Truckee Sanitation Agency Above/Below	-25.3%	-16.9%	-17.0%	-6.9%
Median of Comparators	\$ 8,298	\$ 7,797	\$ 7,665	\$ 11,583
% Tahoe Truckee Sanitation Agency Above/Below	-27.7%	-20.0%	-18.0%	-6.2%
75th Percentile	\$ 8,788	\$ 8,474	\$ 8,603	\$ 13,122
% Tahoe Truckee Sanitation Agency Above/Below	-35.3%	-30.4%	-32.4%	-20.4%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary  
N/C - Non Comparator

- 1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 2 - North Tahoe Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 3 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.
- 4 - Tahoe City Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 5 - Truckee Sanitary District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.
- 6 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)  
May 2024**

**Electrical and Instrumentation Technician III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Fairfield Suisun Sewer District	Electrical and Instrumentation Technician II	\$ 12,080	\$ 10,643	\$ 11,820	\$ 5,383	\$ 17,203	4/5/2024	unknown	unknown
2	Oro Loma Sanitary District	Electrical and Instrumentation Technician	\$ 12,527	\$ 10,643	\$ 11,195	\$ 4,408	\$ 15,603	6/26/2023	6/24/2024	2.00% - 5.00%
3	Tahoe City Public Utility District	Operations Technician - Electrician	\$ 10,856	\$ 11,157	\$ 10,867	\$ 5,024	\$ 15,891	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
4	Tahoe Truckee Sanitation	Electrical and Instrumentation Technician III	\$ 10,433	\$ 10,433	\$ 10,433	\$ 4,831	\$ 15,264	9/20/2023	7/1/2024	3.23%
5	Union Sanitary District	Instrumentation Technician/Electrician	\$ 12,395	\$ 10,478	\$ 10,269	\$ 4,576	\$ 14,845	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
6	Silicon Valley Clean Water	Senior Plant Mechanic - Instrumentation Technician	\$ 13,283	\$ 10,601	\$ 10,055	\$ 4,182	\$ 14,237	7/1/2023	7/1/2024	4.50%
7	Napa Sanitation District	Equipment Maintenance Specialist II	\$ 10,540	\$ 9,539	\$ 9,751	\$ 4,130	\$ 13,881	7/8/2023	unknown	unknown
8	Delta Diablo Sanitation District	Electrical/Instrumentation Technician II	\$ 10,603	\$ 9,204	\$ 9,746	\$ 5,016	\$ 14,762	7/9/2023	unknown	4.00%
9	Truckee Sanitary District	Mechanical and Electrical Maintenance Worker II	\$ 9,731	\$ 9,731	\$ 9,731	\$ 4,133	\$ 13,864	12/29/2023	unknown	unknown
10	South Tahoe Public Utility District <sup>1</sup>	Electrical and Instrumentation Technician II	\$ 8,904	\$ 8,376	\$ 9,003	\$ 4,060	\$ 13,063	10/4/2024	unknown	unknown
11	Monterey One Water	Electrician/Instrumentation Technician II	\$ 10,514	\$ 9,413	\$ 8,895	\$ 3,464	\$ 12,359	6/25/2023	unknown	unknown
12	Central Marin Sanitation Agency	Electrical and Instrumentation Technician II	\$ 10,329	\$ 8,494	\$ 8,146	\$ 3,828	\$ 11,974	6/25/2023	6/23/2024	CPI
13	North Tahoe Public Utility District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 11,069	\$ 9,844	\$ 9,953	\$ 14,335
% Tahoe Truckee Sanitation Agency Above/Below	-6.1%	5.6%	4.6%	6.1%
Median of Comparators	\$ 10,603	\$ 9,731	\$ 9,751	\$ 14,237
% Tahoe Truckee Sanitation Agency Above/Below	-1.6%	6.7%	6.5%	6.7%
75th Percentile	\$ 12,238	\$ 10,622	\$ 10,568	\$ 15,224
% Tahoe Truckee Sanitation Agency Above/Below	-17.3%	-1.8%	-1.3%	0.3%
Number of Matches	11	11	11	11

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Electrical and Instrumentation Technician III	Electrical and Instrumentation Technician II	Electrical/Instrumentation Technician II	Electrical and Instrumentation Technician II	Electrician/Instrumentation Technician II	Equipment Maintenance Specialist II	N/C	Electrical and Instrumentation Technician	Senior Plant Mechanic - Instrumentation Technician	Electrical and Instrumentation Technician II	Operations Technician - Electrician	Mechanical and Electrical Maintenance Worker II	Instrumentation Technician/Electrician
	Adjusted Cost of Living Top Monthly Salary	\$ 10,433	\$ 8,146	\$ 9,746	\$ 11,820	\$ 8,895	\$ 9,751		\$ 11,195	\$ 10,055	\$ 9,003	\$ 10,867	\$ 9,731	\$ 10,269
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62		2%@60	2%@62	2%@62	2%@62	2%@62	2%@62
	Employee Cost Share					\$ -19								
	Social Security			\$ 604	\$ 733						\$ 558	\$ 674	\$ 603	
	Deferred Compensation			\$ 390	\$ 266		\$ 100		\$ 98	\$ 192		\$ 217		\$ 42
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,656	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656	\$ 2,538	\$ 2,389	\$ 2,379	\$ 2,379	\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167		\$ 150	\$ 193	\$ 154	\$ 125	\$ 178	\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26		\$ 13	\$ 22	\$ 24	\$ 42		\$ 22
	Other Ins.	\$ 83										\$ 125		
Leaves	Vacation	\$ 602	\$ 470	\$ 600	\$ 682	\$ 513	\$ 563		\$ 646	\$ 580	\$ 519	\$ 920	\$ 599	\$ 592
	Holidays	\$ 522	\$ 407	\$ 525	\$ 636	\$ 539	\$ 488		\$ 689	\$ 541	\$ 416	\$ 543	\$ 374	\$ 602
	Admin Leave				\$ 136		\$ 131			\$ 116				
Allow	Auto													
Benefit Package Total		\$ 4,831	\$ 3,828	\$ 5,016	\$ 5,383	\$ 3,464	\$ 4,130	\$ 0	\$ 4,408	\$ 4,182	\$ 4,060	\$ 5,024	\$ 4,133	\$ 4,576



**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Electrical and Instrumentation Technician III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Fairfield Suisun Sewer District	Electrical and Instrumentation Technician II	\$ 12,080	\$ 10,643	\$ 11,820	\$ 5,383	\$ 17,203	4/5/2024	unknown	unknown
2	Tahoe City Public Utility District	Operations Technician - Electrician	\$ 10,856	\$ 11,157	\$ 10,867	\$ 5,024	\$ 15,891	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
3	Oro Loma Sanitary District	Electrical and Instrumentation Technician	\$ 12,527	\$ 10,643	\$ 11,195	\$ 4,408	\$ 15,603	6/26/2023	6/24/2024	2.00% - 5.00%
4	Tahoe Truckee Sanitation	Electrical and Instrumentation Technician III	\$ 10,433	\$ 10,433	\$ 10,433	\$ 4,831	\$ 15,264	9/20/2023	7/1/2024	3.23%
5	Union Sanitary District	Instrumentation Technician/Electrician	\$ 12,395	\$ 10,478	\$ 10,269	\$ 4,576	\$ 14,845	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
6	Delta Diablo Sanitation District	Electrical/Instrumentation Technician II	\$ 10,603	\$ 9,204	\$ 9,746	\$ 5,016	\$ 14,762	7/9/2023	unknown	4.00%
7	Silicon Valley Clean Water	Senior Plant Mechanic - Instrumentation Technician	\$ 13,283	\$ 10,601	\$ 10,055	\$ 4,182	\$ 14,237	7/1/2023	7/1/2024	4.50%
8	Napa Sanitation District	Equipment Maintenance Specialist II	\$ 10,540	\$ 9,539	\$ 9,751	\$ 4,130	\$ 13,881	7/8/2023	unknown	unknown
9	Truckee Sanitary District	Mechanical and Electrical Maintenance Worker II	\$ 9,731	\$ 9,731	\$ 9,731	\$ 4,133	\$ 13,864	12/29/2023	unknown	unknown
10	South Tahoe Public Utility District <sup>1</sup>	Electrical and Instrumentation Technician II	\$ 8,904	\$ 8,376	\$ 9,003	\$ 4,060	\$ 13,063	10/4/2024	unknown	unknown
11	Monterey One Water	Electrician/Instrumentation Technician II	\$ 10,514	\$ 9,413	\$ 8,895	\$ 3,464	\$ 12,359	6/25/2023	unknown	unknown
12	Central Marin Sanitation Agency	Electrical and Instrumentation Technician II	\$ 10,329	\$ 8,494	\$ 8,146	\$ 3,828	\$ 11,974	6/25/2023	6/23/2024	CPI
13	North Tahoe Public Utility District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 11,069	\$ 9,844	\$ 9,953	\$ 14,335
% Tahoe Truckee Sanitation Agency Above/Below	-6.1%	5.6%	4.6%	6.1%
Median of Comparators	\$ 10,603	\$ 9,731	\$ 9,751	\$ 14,237
% Tahoe Truckee Sanitation Agency Above/Below	-1.6%	6.7%	6.5%	6.7%
75th Percentile	\$ 12,238	\$ 10,622	\$ 10,568	\$ 15,224
% Tahoe Truckee Sanitation Agency Above/Below	-17.3%	-1.8%	-1.3%	0.3%
Number of Matches	11	11	11	11

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Electrical and Instrumentation Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Fairfield Suisun Sewer District	Maintenance Supervisor	\$ 14,458	\$ 12,738	\$ 14,147	\$ 7,838	\$ 21,985	4/5/2024	unknown	unknown
2	Oro Loma Sanitary District <sup>1</sup>	[Electrical and Instrumentation Technician/ Maintenance Manager]	\$ 14,914	\$ 12,671	\$ 13,328	\$ 5,469	\$ 18,797	6/26/2023	6/24/2024	2.00% - 5.00%
3	Tahoe Truckee Sanitation	Electrical and Instrumentation Supervisor	\$ 12,736	\$ 12,736	\$ 12,736	\$ 5,079	\$ 17,815	9/20/2023	7/1/2024	3.23%
4	South Tahoe Public Utility District <sup>2</sup>	Electrical and Instrumentation Supervisor	\$ 12,267	\$ 11,540	\$ 12,404	\$ 4,624	\$ 17,028	10/4/2024	unknown	unknown
5	Truckee Sanitary District	Mechanical and Electrical Maintenance Supervisor	\$ 12,381	\$ 12,381	\$ 12,381	\$ 4,562	\$ 16,943	12/29/2023	unknown	unknown
6	Napa Sanitation District	Plant Maintenance Supervisor	\$ 12,828	\$ 11,609	\$ 11,867	\$ 4,387	\$ 16,254	7/8/2023	unknown	unknown
7	Central Marin Sanitation Agency	N/C								
8	Delta Diablo Sanitation District	N/C								
9	Monterey One Water	N/C								
10	North Tahoe Public Utility District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 13,370	\$ 12,188	\$ 12,825	\$ 18,201
% Tahoe Truckee Sanitation Agency Above/Below	-5.0%	4.3%	-0.7%	-2.2%
Median of Comparators	\$ 12,828	\$ 12,381	\$ 12,404	\$ 17,028
% Tahoe Truckee Sanitation Agency Above/Below	-0.7%	2.8%	2.6%	4.4%
75th Percentile	\$ 14,458	\$ 12,671	\$ 13,328	\$ 18,797
% Tahoe Truckee Sanitation Agency Above/Below	-13.5%	0.5%	-4.6%	-5.5%
Number of Matches	5	5	5	5

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Electrical and Instrumentation Supervisor	N/C	N/C	Maintenance Supervisor	N/C	Plant Maintenance Supervisor	N/C	[Electrical and Instrumentation Technician/ Maintenance Manager]	N/C	Electrical and Instrumentation Supervisor	N/C	Mechanical and Electrical Maintenance Supervisor	N/C
Adjusted Cost of Living Top Monthly Salary		\$ 12,736			\$ 14,147		\$ 11,867		\$ 13,328		\$ 12,404		\$ 12,381	
Retirement	PEPRA	2%@62			2%@62		2%@62		2%@60		2%@62		2%@62	
	Employee Cost Share													
	Social Security				\$ 871						\$ 769		\$ 768	
	Deferred Compensation				\$ 1,273		\$ 100		\$ 905					
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417			\$ 2,656		\$ 2,656		\$ 2,656		\$ 2,389		\$ 2,379	
	Dental	\$ 207			\$ 263		\$ 167		\$ 150		\$ 154		\$ 178	
	Vision				\$ 11		\$ 26		\$ 13		\$ 24			
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 735			\$ 816		\$ 685		\$ 769		\$ 716		\$ 762	
	Holidays	\$ 637			\$ 762		\$ 593		\$ 820		\$ 572		\$ 476	
	Admin Leave				\$ 1,187		\$ 160							
Allow	Auto													
Benefit Package Total		\$ 5,079	\$ 0	\$ 0	\$ 7,838	\$ 0	\$ 4,387	\$ 0	\$ 5,469	\$ 0	\$ 4,624	\$ 0	\$ 4,562	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Electrical and Instrumentation Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Fairfield Suisun Sewer District	Maintenance Supervisor	\$ 14,458	\$ 12,738	\$ 14,147	\$ 7,838	\$ 21,985	4/5/2024	unknown	unknown
2	Oro Loma Sanitary District <sup>1</sup>	[Electrical and Instrumentation Technician/ Maintenance Manager]	\$ 14,914	\$ 12,671	\$ 13,328	\$ 5,469	\$ 18,797	6/26/2023	6/24/2024	2.00% - 5.00%
3	Tahoe Truckee Sanitation	Electrical and Instrumentation Supervisor	\$ 12,736	\$ 12,736	\$ 12,736	\$ 5,079	\$ 17,815	9/20/2023	7/1/2024	3.23%
4	South Tahoe Public Utility District <sup>2</sup>	Electrical and Instrumentation Supervisor	\$ 12,267	\$ 11,540	\$ 12,404	\$ 4,624	\$ 17,028	10/4/2024	unknown	unknown
5	Truckee Sanitary District	Mechanical and Electrical Maintenance Supervisor	\$ 12,381	\$ 12,381	\$ 12,381	\$ 4,562	\$ 16,943	12/29/2023	unknown	unknown
6	Napa Sanitation District	Plant Maintenance Supervisor	\$ 12,828	\$ 11,609	\$ 11,867	\$ 4,387	\$ 16,254	7/8/2023	unknown	unknown
7	Central Marin Sanitation Agency	N/C								
8	Delta Diablo Sanitation District	N/C								
9	Monterey One Water	N/C								
10	North Tahoe Public Utility District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 13,370	\$ 12,188	\$ 12,825	\$ 18,201
% Tahoe Truckee Sanitation Agency Above/Below	-5.0%	4.3%	-0.7%	-2.2%
Median of Comparators	\$ 12,828	\$ 12,381	\$ 12,404	\$ 17,028
% Tahoe Truckee Sanitation Agency Above/Below	-0.7%	2.8%	2.6%	4.4%
75th Percentile	\$ 14,458	\$ 12,671	\$ 13,328	\$ 18,797
% Tahoe Truckee Sanitation Agency Above/Below	-13.5%	0.5%	-4.6%	-5.5%
Number of Matches	5	5	5	5

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Executive Assistant-Board Clerk**

Rank	Comparator Agency	Classification Title	Top Monthly Salary					Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Benefits Package*	Total Monthly Comp*			
1	Fairfield Suisun Sewer District	Management Analyst	\$ 12,990	\$ 11,445	\$ 12,710	\$ 7,345	\$ 20,055	4/5/2024	unknown	unknown
2	Tahoe City Public Utility District	Executive Assistant	\$ 11,074	\$ 11,381	\$ 11,085	\$ 5,285	\$ 16,370	1/1/2024	unknown	unknown
3	Delta Diablo Sanitation District <sup>1</sup>	[Administrative Assistant III/ Office Manager/Secretary to the Board]	\$ 11,280	\$ 9,791	\$ 10,367	\$ 5,850	\$ 16,217	7/9/2023	unknown	4.00%
4	Silicon Valley Clean Water <sup>3</sup>	[Administrative Assistant II/ Business Operations Associate]	\$ 13,678	\$ 10,916	\$ 10,354	\$ 4,219	\$ 14,573	7/1/2023	unknown	unknown
5	Truckee Sanitary District	Executive Assistant-Board Clerk	\$ 9,975	\$ 9,975	\$ 9,975	\$ 4,173	\$ 14,148	12/29/2023	unknown	unknown
6	Union Sanitary District	Executive Assistant to the General Manager/Board	\$ 11,939	\$ 10,093	\$ 9,892	\$ 4,697	\$ 14,589	9/1/2023	9/1/2024	unknown
7	North Tahoe Public Utility District <sup>2</sup>	[Contracts and Planning Coordinator/ Board Secretary/Administrative Liaison]	\$ 9,856	\$ 10,129	\$ 9,866	\$ 4,982	\$ 14,848	7/9/2023	7/1/2024	2.50% - 4.00%
8	<b>Tahoe Truckee Sanitation</b>	<b>Executive Assistant-Board Clerk</b>	<b>\$ 9,302</b>	<b>\$ 9,302</b>	<b>\$ 9,302</b>	<b>\$ 4,709</b>	<b>\$ 14,011</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
9	Central Marin Sanitation Agency	N/C								
10	Monterey One Water	N/C								
11	Napa Sanitation District	N/C								
12	Oro Loma Sanitary District	N/C								
13	South Tahoe Public Utility District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 11,542	\$ 10,533	\$ 10,607	\$ 15,829
% Tahoe Truckee Sanitation Agency Above/Below	-24.1%	-13.2%	-14.0%	-13.0%
Median of Comparators	\$ 11,280	\$ 10,129	\$ 10,354	\$ 14,848
% Tahoe Truckee Sanitation Agency Above/Below	-21.3%	-8.9%	-11.3%	-6.0%
75th Percentile	\$ 12,465	\$ 11,149	\$ 10,726	\$ 16,294
% Tahoe Truckee Sanitation Agency Above/Below	-34.0%	-19.9%	-15.3%	-16.3%
Number of Matches	7	7	7	7

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary  
N/C - Non Comparator

- 1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 2 - North Tahoe Public Utility District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.
- 3 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Executive Assistant-Board Clerk	N/C	[Administrative Assistant III/ Office Manager/Secretary to the Board]	Management Analyst	N/C	N/C	[Contracts and Planning Coordinator/ Board Secretary/Administrative Liaison]	N/C	[Administrative Assistant II/ Business Operations Associate]	N/C	Executive Assistant	Executive Assistant-Board Clerk	Executive Assistant to the General Manager/Board
	Adjusted Cost of Living Top Monthly Salary	\$ 9,302		\$ 10,367	\$ 12,710			\$ 9,866		\$ 10,354		\$ 11,085	\$ 9,975	\$ 9,892
Retirement	PEPRA	2%@62		2%@62	2%@62			2%@62		2%@62		2%@62	2%@62	2%@62
	Employee Cost Share													
	Social Security			\$ 643	\$ 788			\$ 612				\$ 687	\$ 618	
	Deferred Compensation			\$ 415	\$ 1,144					\$ 192		\$ 222		\$ 254
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417		\$ 2,656	\$ 2,656			\$ 2,637		\$ 2,538		\$ 2,379	\$ 2,379	\$ 3,174
	Dental	\$ 207		\$ 211	\$ 263			\$ 135		\$ 193		\$ 125	\$ 178	\$ 144
	Vision			\$ 31	\$ 11			\$ 55		\$ 22		\$ 42		\$ 22
	Other Ins.	\$ 83						\$ 292				\$ 125		
Leaves	Vacation	\$ 537		\$ 638	\$ 733			\$ 607		\$ 597		\$ 938	\$ 614	\$ 571
	Holidays	\$ 465		\$ 558	\$ 684			\$ 455		\$ 558		\$ 554	\$ 384	\$ 533
	Admin Leave			\$ 199	\$ 1,066			\$ 190		\$ 119		\$ 213		
	Auto			\$ 500										
Benefit Package Total		\$ 4,709	\$ 0	\$ 5,850	\$ 7,345	\$ 0	\$ 0	\$ 4,982	\$ 0	\$ 4,219	\$ 0	\$ 5,285	\$ 4,173	\$ 4,697

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Executive Assistant-Board Clerk**

			Top Monthly Salary							
Rank	Comparator Agency	Classification Title	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
1	Fairfield Suisun Sewer District	Management Analyst	\$ 12,990	\$ 11,445	\$ 12,710	\$ 7,345	\$ 20,055	4/5/2024	unknown	unknown
2	Tahoe City Public Utility District	Executive Assistant	\$ 11,074	\$ 11,381	\$ 11,085	\$ 5,285	\$ 16,370	1/1/2024	unknown	unknown
3	Delta Diablo Sanitation District <sup>1</sup>	[Administrative Assistant III/ Office Manager/Secretary to the Board]	\$ 11,280	\$ 9,791	\$ 10,367	\$ 5,850	\$ 16,217	7/9/2023	unknown	4.00%
4	North Tahoe Public Utility District <sup>2</sup>	[Contracts and Planning Coordinator/ Board Secretary/Administrative Liaison]	\$ 9,856	\$ 10,129	\$ 9,866	\$ 4,982	\$ 14,848	7/9/2023	7/1/2024	2.50% - 4.00%
5	Union Sanitary District	Executive Assistant to the General Manager/Board	\$ 11,939	\$ 10,093	\$ 9,892	\$ 4,697	\$ 14,589	9/1/2023	9/1/2024	unknown
6	Silicon Valley Clean Water <sup>3</sup>	[Administrative Assistant II/ Business Operations Associate]	\$ 13,678	\$ 10,916	\$ 10,354	\$ 4,219	\$ 14,573	7/1/2023	unknown	unknown
7	Truckee Sanitary District	Executive Assistant-Board Clerk	\$ 9,975	\$ 9,975	\$ 9,975	\$ 4,173	\$ 14,148	12/29/2023	unknown	unknown
8	Tahoe Truckee Sanitation	Executive Assistant-Board Clerk	\$ 9,302	\$ 9,302	\$ 9,302	\$ 4,709	\$ 14,011	9/20/2023	7/1/2024	3.23%
9	Central Marin Sanitation Agency	N/C								
10	Monterey One Water	N/C								
11	Napa Sanitation District	N/C								
12	Oro Loma Sanitary District	N/C								
13	South Tahoe Public Utility District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 11,542	\$ 10,533	\$ 10,607	\$ 15,829
% Tahoe Truckee Sanitation Agency Above/Below	-24.1%	-13.2%	-14.0%	-13.0%
Median of Comparators	\$ 11,280	\$ 10,129	\$ 10,354	\$ 14,848
% Tahoe Truckee Sanitation Agency Above/Below	-21.3%	-8.9%	-11.3%	-6.0%
75th Percentile	\$ 12,465	\$ 11,149	\$ 10,726	\$ 16,294
% Tahoe Truckee Sanitation Agency Above/Below	-34.0%	-19.9%	-15.3%	-16.3%
Number of Matches	7	7	7	7

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - North Tahoe Public Utility District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.

3 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Finance and Administrative Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Silicon Valley Clean Water	Chief Financial Officer	\$ 28,975	\$ 23,125	\$ 21,934	\$ 7,046	\$ 28,980	7/1/2023	unknown	unknown
2	North Tahoe Public Utility District	Chief Financial Officer	\$ 20,030	\$ 20,586	\$ 20,050	\$ 7,076	\$ 27,126	7/9/2023	7/1/2024	2.50% - 4.00%
3	Fairfield Suisun Sewer District	Director of Administrative Services	\$ 20,199	\$ 17,796	\$ 19,764	\$ 9,441	\$ 29,205	4/5/2024	unknown	unknown
4	Truckee Sanitary District	Finance and Administrative Department Manager	\$ 18,490	\$ 18,490	\$ 18,490	\$ 5,277	\$ 23,767	12/29/2023	unknown	unknown
5	South Tahoe Public Utility District <sup>3</sup>	Chief Financial Officer	\$ 17,775	\$ 16,722	\$ 17,973	\$ 5,305	\$ 23,278	10/4/2024	unknown	unknown
6	Delta Diablo Sanitation District <sup>1</sup>	[Finance Manager/ Business Services Director]	\$ 19,275	\$ 16,732	\$ 17,716	\$ 7,362	\$ 25,078	7/9/2023	unknown	4.00%
7	Union Sanitary District <sup>5</sup>	[Coach, Finance and Acquisition Services/ Manager, Business Services/Chief Financial Officer]	\$ 21,373	\$ 18,067	\$ 17,708	\$ 6,209	\$ 23,917	9/1/2023	9/1/2024	unknown
8	Napa Sanitation District	Finance Director	\$ 18,188	\$ 16,460	\$ 16,825	\$ 5,914	\$ 22,739	7/8/2023	unknown	unknown
9	Tahoe Truckee Sanitation	Finance and Administrative Department Manager	\$ 15,704	\$ 15,704	\$ 15,704	\$ 6,304	\$ 22,008	9/20/2023	7/1/2024	3.23%
10	Monterey One Water <sup>2</sup>	[Controller/ Chief Finance Officer]	\$ 18,407	\$ 16,479	\$ 15,573	\$ 4,659	\$ 20,232	3/4/2024	unknown	unknown
11	Tahoe City Public Utility District <sup>4</sup>	[Accounting Manager/ Chief Financial Officer]	\$ 15,471	\$ 15,900	\$ 15,486	\$ 6,834	\$ 22,320	1/1/2024	unknown	unknown
12	Central Marin Sanitation Agency	N/C								
13	Oro Loma Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 19,818	\$ 18,036	\$ 18,152	\$ 24,664
% Tahoe Truckee Sanitation Agency Above/Below	-26.2%	-14.8%	-15.6%	-12.1%
Median of Comparators	\$ 18,883	\$ 17,264	\$ 17,845	\$ 23,842
% Tahoe Truckee Sanitation Agency Above/Below	-20.2%	-9.9%	-13.6%	-8.3%
75th Percentile	\$ 20,157	\$ 18,384	\$ 19,446	\$ 26,614
% Tahoe Truckee Sanitation Agency Above/Below	-28.4%	-17.1%	-23.8%	-20.9%
Number of Matches	10	10	10	10

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

4 - Tahoe City Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

5 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.



**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Finance and Administrative Department Manager	N/C	[Finance Manager/ Business Services Director]	Director of Administrative Services	[Controller/ Chief Finance Officer]	Finance Director	Chief Financial Officer	N/C	Chief Financial Officer	Chief Financial Officer	[Accounting Manager/ Chief Financial Officer]	Finance and Administrative Department Manager	[Coach, Finance and Acquisition Services/ Manager, Business Services/Chief Financial Officer]
	Adjusted Cost of Living Top Monthly Salary	\$ 15,704		\$ 17,716	\$ 19,764	\$ 15,573	\$ 16,825	\$ 20,050		\$ 21,934	\$ 17,973	\$ 15,486	\$ 18,490	\$ 17,708
Retirement	PEPRA	2%@62		2%@62	2%@62	2%@62	2%@62	2%@62		2%@62	2%@62	2%@62	2%@62	2%@62
	Employee Cost Share					\$ -33								
	Social Security			\$ 871	\$ 871			\$ 871			\$ 871	\$ 871	\$ 871	
	Deferred Compensation			\$ 709	\$ 1,779		\$ 250			\$ 385		\$ 310		\$ 350
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417		\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656	\$ 2,637		\$ 2,538	\$ 2,389	\$ 2,379	\$ 2,379	\$ 3,174
	Dental	\$ 207		\$ 211	\$ 263		\$ 167	\$ 135		\$ 193	\$ 154	\$ 125	\$ 178	\$ 144
	Vision			\$ 31	\$ 11		\$ 26	\$ 55		\$ 22	\$ 24	\$ 42		\$ 22
	Other Ins.	\$ 83						\$ 125				\$ 125		
Leaves	Vacation	\$ 1,812		\$ 1,090	\$ 1,140	\$ 898	\$ 971	\$ 1,542		\$ 1,687	\$ 1,037	\$ 1,310	\$ 1,138	\$ 1,022
	Holidays	\$ 785		\$ 954	\$ 1,064	\$ 943	\$ 841	\$ 925		\$ 1,181	\$ 830	\$ 774	\$ 711	\$ 954
	Admin Leave			\$ 341	\$ 1,658	\$ 419	\$ 1,003	\$ 386		\$ 591		\$ 298		\$ 545
Allow	Auto			\$ 500				\$ 400		\$ 450		\$ 600		
Benefit Package Total		\$ 6,304	\$ 0	\$ 7,362	\$ 9,441	\$ 4,659	\$ 5,914	\$ 7,076	\$ 0	\$ 7,046	\$ 5,305	\$ 6,834	\$ 5,277	\$ 6,209

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Finance and Administrative Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Fairfield Suisun Sewer District	Director of Administrative Services	\$ 20,199	\$ 17,796	\$ 19,764	\$ 9,441	\$ 29,205	4/5/2024	unknown	unknown
2	Silicon Valley Clean Water	Chief Financial Officer	\$ 28,975	\$ 23,125	\$ 21,934	\$ 7,046	\$ 28,980	7/1/2023	unknown	unknown
3	North Tahoe Public Utility District	Chief Financial Officer	\$ 20,030	\$ 20,586	\$ 20,050	\$ 7,076	\$ 27,126	7/9/2023	7/1/2024	2.50% - 4.00%
4	Delta Diablo Sanitation District <sup>1</sup>	[Finance Manager/ Business Services Director]	\$ 19,275	\$ 16,732	\$ 17,716	\$ 7,362	\$ 25,078	7/9/2023	unknown	4.00%
5	Union Sanitary District <sup>5</sup>	[Coach, Finance and Acquisition Services/ Manager, Business Services/Chief Financial Officer]	\$ 21,373	\$ 18,067	\$ 17,708	\$ 6,209	\$ 23,917	9/1/2023	9/1/2024	unknown
6	Truckee Sanitary District	Finance and Administrative Department Manager	\$ 18,490	\$ 18,490	\$ 18,490	\$ 5,277	\$ 23,767	12/29/2023	unknown	unknown
7	South Tahoe Public Utility District <sup>3</sup>	Chief Financial Officer	\$ 17,775	\$ 16,722	\$ 17,973	\$ 5,305	\$ 23,278	10/4/2024	unknown	unknown
8	Napa Sanitation District	Finance Director	\$ 18,188	\$ 16,460	\$ 16,825	\$ 5,914	\$ 22,739	7/8/2023	unknown	unknown
9	Tahoe City Public Utility District <sup>4</sup>	[Accounting Manager/ Chief Financial Officer]	\$ 15,471	\$ 15,900	\$ 15,486	\$ 6,834	\$ 22,320	1/1/2024	unknown	unknown
10	<b>Tahoe Truckee Sanitation</b>	<b>Finance and Administrative Department Manager</b>	<b>\$ 15,704</b>	<b>\$ 15,704</b>	<b>\$ 15,704</b>	<b>\$ 6,304</b>	<b>\$ 22,008</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
11	Monterey One Water <sup>2</sup>	[Controller/ Chief Finance Officer]	\$ 18,407	\$ 16,479	\$ 15,573	\$ 4,659	\$ 20,232	3/4/2024	unknown	unknown
12	Central Marin Sanitation Agency	N/C								
13	Oro Loma Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 19,818	\$ 18,036	\$ 18,152	\$ 24,664
% Tahoe Truckee Sanitation Agency Above/Below	-26.2%	-14.8%	-15.6%	-12.1%
Median of Comparators	\$ 18,883	\$ 17,264	\$ 17,845	\$ 23,842
% Tahoe Truckee Sanitation Agency Above/Below	-20.2%	-9.9%	-13.6%	-8.3%
75th Percentile	\$ 20,157	\$ 18,384	\$ 19,446	\$ 26,614
% Tahoe Truckee Sanitation Agency Above/Below	-28.4%	-17.1%	-23.8%	-20.9%
Number of Matches	10	10	10	10

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

4 - Tahoe City Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

5 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**General Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Fairfield Suisun Sewer District	General Manager	\$ 30,040	\$ 26,467	\$ 29,394	\$ 12,190	\$ 41,584	4/5/2024	unknown	unknown
2	Silicon Valley Clean Water	Manager	\$ 34,485	\$ 27,522	\$ 26,105	\$ 7,254	\$ 33,359	7/1/2023	unknown	unknown
3	Delta Diablo Sanitation District	General Manager	\$ 27,284	\$ 23,684	\$ 25,077	\$ 8,647	\$ 33,724	7/9/2023	unknown	4.00%
4	South Tahoe Public Utility District <sup>1</sup>	General Manager	\$ 24,549	\$ 23,094	\$ 24,822	\$ 7,612	\$ 32,434	8/17/2023	8/15/2024	unknown
5	North Tahoe Public Utility District	General Manager/CEO	\$ 24,384	\$ 25,061	\$ 24,409	\$ 7,996	\$ 32,405	7/9/2023	7/1/2024	2.50% - 4.00%
6	Tahoe City Public Utility District	General Manager	\$ 24,064	\$ 24,732	\$ 24,088	\$ 8,693	\$ 32,781	1/1/2024	unknown	unknown
7	Oro Loma Sanitary District	General Manager	\$ 26,091	\$ 22,167	\$ 23,316	\$ 9,853	\$ 33,169	9/19/2023	6/24/2024	2.00% - 5.00%
8	Truckee Sanitary District	General Manager/Chief Engineer	\$ 22,721	\$ 22,721	\$ 22,721	\$ 7,523	\$ 30,244	12/29/2023	unknown	unknown
9	Monterey One Water	General Manager	\$ 26,357	\$ 23,569	\$ 22,298	\$ 8,590	\$ 30,888	12/24/2023	unknown	unknown
10	Napa Sanitation District	General Manager	\$ 23,707	\$ 21,454	\$ 21,930	\$ 8,356	\$ 30,286	7/8/2023	1/1/2025	2.70%
11	<b>Tahoe Truckee Sanitation</b>	<b>General Manager</b>	<b>\$ 21,609</b>	<b>\$ 21,609</b>	<b>\$ 21,609</b>	<b>\$ 7,731</b>	<b>\$ 29,340</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
12	Central Marin Sanitation Agency	General Manager	\$ 26,746	\$ 21,995	\$ 21,093	\$ 6,443	\$ 27,536	6/23/2023	unknown	unknown
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 26,403	\$ 23,861	\$ 24,114	\$ 32,583
% Tahoe Truckee Sanitation Agency Above/Below	-22.2%	-10.4%	-11.6%	-11.1%
Median of Comparators	\$ 26,091	\$ 23,569	\$ 24,088	\$ 32,434
% Tahoe Truckee Sanitation Agency Above/Below	-20.7%	-9.1%	-11.5%	-10.5%
75th Percentile	\$ 27,015	\$ 24,897	\$ 24,950	\$ 33,264
% Tahoe Truckee Sanitation Agency Above/Below	-25.0%	-15.2%	-15.5%	-13.4%
Number of Matches	11	11	11	11

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		General Manager	General Manager	General Manager	General Manager	General Manager	General Manager	General Manager/CEO	General Manager	Manager	General Manager	General Manager	General Manager/Chief Engineer	N/C
	Adjusted Cost of Living Top Monthly Salary	\$ 21,609	\$ 21,093	\$ 25,077	\$ 29,394	\$ 22,298	\$ 21,930	\$ 24,409	\$ 23,316	\$ 26,105	\$ 24,822	\$ 24,088	\$ 22,721	
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62	2%@60	2%@62	2%@62	2%@62	2%@62	
	Employee Cost Share					\$ -47								
	Social Security			\$ 871	\$ 871		\$ 871				\$ 871	\$ 871	\$ 871	
	Deferred Compensation			\$ 1,003	\$ 2,645	\$ 2,089	\$ 1,000		\$ 2,702	\$ 385		\$ 1,445		
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,658	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656	\$ 2,637	\$ 2,656	\$ 2,538	\$ 2,389	\$ 2,379	\$ 2,379	
	Dental	\$ 207	\$ 251	\$ 211	\$ 263		\$ 167	\$ 135	\$ 150	\$ 193	\$ 154	\$ 125	\$ 178	
	Vision		\$ 46	\$ 31	\$ 11		\$ 26	\$ 55	\$ 13	\$ 22	\$ 24	\$ 42		
	Other Ins.	\$ 83						\$ 125				\$ 125		
Leaves	Vacation	\$ 2,493	\$ 1,217	\$ 1,543	\$ 1,696	\$ 1,351	\$ 1,265	\$ 1,878	\$ 2,242	\$ 2,008	\$ 2,100	\$ 2,038	\$ 2,622	
	Holidays	\$ 1,080	\$ 1,055	\$ 1,350	\$ 1,583	\$ 1,715	\$ 1,097	\$ 1,127	\$ 1,435	\$ 1,406	\$ 1,146	\$ 1,204	\$ 874	
	Admin Leave		\$ 1,217	\$ 482	\$ 2,465	\$ 600	\$ 1,645	\$ 469		\$ 703	\$ 477	\$ 463		
Allow	Auto	\$ 450		\$ 500		\$ 450	\$ 500	\$ 700	\$ 500		\$ 450		\$ 600	
Benefit Package Total		\$ 7,731	\$ 6,443	\$ 8,647	\$ 12,190	\$ 8,590	\$ 8,356	\$ 7,996	\$ 9,853	\$ 7,254	\$ 7,612	\$ 8,693	\$ 7,523	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**General Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Fairfield Suisun Sewer District	General Manager	\$ 30,040	\$ 26,467	\$ 29,394	\$ 12,190	\$ 41,584	4/5/2024	unknown	unknown
2	Delta Diablo Sanitation District	General Manager	\$ 27,284	\$ 23,684	\$ 25,077	\$ 8,647	\$ 33,724	7/9/2023	unknown	4.00%
3	Silicon Valley Clean Water	Manager	\$ 34,485	\$ 27,522	\$ 26,105	\$ 7,254	\$ 33,359	7/1/2023	unknown	unknown
4	Oro Loma Sanitary District	General Manager	\$ 26,091	\$ 22,167	\$ 23,316	\$ 9,853	\$ 33,169	9/19/2023	6/24/2024	2.00% - 5.00%
5	Tahoe City Public Utility District	General Manager	\$ 24,064	\$ 24,732	\$ 24,088	\$ 8,693	\$ 32,781	1/1/2024	unknown	unknown
6	South Tahoe Public Utility District <sup>1</sup>	General Manager	\$ 24,549	\$ 23,094	\$ 24,822	\$ 7,612	\$ 32,434	8/17/2023	8/15/2024	unknown
7	North Tahoe Public Utility District	General Manager/CEO	\$ 24,384	\$ 25,061	\$ 24,409	\$ 7,996	\$ 32,405	7/9/2023	7/1/2024	2.50% - 4.00%
8	Monterey One Water	General Manager	\$ 26,357	\$ 23,596	\$ 22,298	\$ 8,590	\$ 30,888	12/24/2023	unknown	unknown
9	Napa Sanitation District	General Manager	\$ 23,707	\$ 21,454	\$ 21,930	\$ 8,356	\$ 30,286	7/8/2023	1/1/2025	2.70%
10	Truckee Sanitary District	General Manager/Chief Engineer	\$ 22,721	\$ 22,721	\$ 22,721	\$ 7,523	\$ 30,244	12/29/2023	unknown	unknown
11	<b>Tahoe Truckee Sanitation Agency</b>	<b>General Manager</b>	<b>\$ 21,609</b>	<b>\$ 21,609</b>	<b>\$ 21,609</b>	<b>\$ 7,731</b>	<b>\$ 29,340</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
12	Central Marin Sanitation Agency	General Manager	\$ 26,746	\$ 21,995	\$ 21,093	\$ 6,443	\$ 27,536	6/23/2023	unknown	unknown
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 26,403	\$ 23,863	\$ 24,114	\$ 32,583
% Tahoe Truckee Sanitation Agency Above/Below	-22.2%	-10.4%	-11.6%	-11.1%
Median of Comparators	\$ 26,091	\$ 23,596	\$ 24,088	\$ 32,434
% Tahoe Truckee Sanitation Agency Above/Below	-20.7%	-9.2%	-11.5%	-10.5%
75th Percentile	\$ 27,015	\$ 24,897	\$ 24,950	\$ 33,264
% Tahoe Truckee Sanitation Agency Above/Below	-25.0%	-15.2%	-15.5%	-13.4%
Number of Matches	11	11	11	11

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Human Resources Administrator**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Fairfield Suisun Sewer District	Human Resource Manager	\$ 16,205	\$ 14,277	\$ 15,856	\$ 8,326	\$ 24,182	4/5/2024	unknown	unknown
2	Silicon Valley Clean Water	Human Resources Director	\$ 19,832	\$ 15,828	\$ 15,013	\$ 5,505	\$ 20,518	7/1/2023	unknown	unknown
3	South Tahoe Public Utility	Human Resources Director	\$ 14,731	\$ 13,858	\$ 14,895	\$ 4,985	\$ 19,880	10/4/2024	unknown	unknown
4	Delta Diablo Sanitation District	Human Resources and Risk Manager	\$ 15,804	\$ 13,718	\$ 14,525	\$ 6,805	\$ 21,330	7/9/2023	unknown	4.00%
5	Tahoe City Public Utility District	Human Resources Manager	\$ 14,344	\$ 14,742	\$ 14,358	\$ 6,038	\$ 20,396	1/1/2024	unknown	unknown
6	Union Sanitary District <sup>2</sup>	[Senior Human Resources Analyst/ Human Resources Manager]	\$ 16,332	\$ 13,806	\$ 13,531	\$ 5,615	\$ 19,146	9/1/2023	9/1/2024	unknown
7	Truckee Sanitary District	Human Resources and Risk Manager	\$ 13,303	\$ 13,303	\$ 13,303	\$ 4,712	\$ 18,015	12/29/2023	unknown	unknown
8	<b>Tahoe Truckee Sanitation</b>	<b>Human Resources Administrator</b>	<b>\$ 12,993</b>	<b>\$ 12,993</b>	<b>\$ 12,993</b>	<b>\$ 5,856</b>	<b>\$ 18,849</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
9	North Tahoe Public Utility District	Human Resources Manager	\$ 12,626	\$ 12,976	\$ 12,638	\$ 5,506	\$ 18,144	7/9/2023	7/1/2024	2.50% - 4.00%
10	Central Marin Sanitation Agency	N/C								
11	Monterey One Water	N/C								
12	Napa Sanitation District	N/C								
13	Oro Loma Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 15,397	\$ 14,064	\$ 14,265	\$ 20,201
% Tahoe Truckee Sanitation Agency Above/Below	-18.5%	-8.2%	-9.8%	-7.2%
Median of Comparators	\$ 15,268	\$ 13,832	\$ 14,442	\$ 20,138
% Tahoe Truckee Sanitation Agency Above/Below	-17.5%	-6.5%	-11.1%	-6.8%
75th Percentile	\$ 16,237	\$ 14,393	\$ 14,925	\$ 20,721
% Tahoe Truckee Sanitation Agency Above/Below	-25.0%	-10.8%	-14.9%	-9.9%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

2 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Human Resources Administrator	N/C	Human Resources and Risk Manager	Human Resource Manager	N/C	N/C	Human Resources Manager	N/C	Human Resources Director	Human Resources Director	Human Resources Manager	Human Resources and Risk Manager	[Senior Human Resources Analyst/ Human Resources Manager]
	Adjusted Cost of Living Top Monthly Salary	\$ 12,993		\$ 14,525	\$ 15,856			\$ 12,638		\$ 15,013	\$ 14,895	\$ 14,358	\$ 13,303	\$ 13,531
Retirement	PEPRA	2%@62		2%@62	2%@62			2%@62		2%@62	2%@62	2%@62	2%@62	2%@62
	Employee Cost Share													
	Social Security			\$ 871	\$ 871			\$ 784			\$ 871	\$ 871	\$ 825	
	Deferred Compensation			\$ 581	\$ 1,427					\$ 385		\$ 287		\$ 350
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417		\$ 2,656	\$ 2,656			\$ 2,637		\$ 2,538	\$ 2,389	\$ 2,379	\$ 2,379	\$ 3,174
	Dental	\$ 207		\$ 211	\$ 263			\$ 135		\$ 193	\$ 154	\$ 125	\$ 178	\$ 144
	Vision			\$ 31	\$ 11			\$ 55		\$ 22	\$ 24	\$ 42		\$ 22
	Other Ins.	\$ 83						\$ 292				\$ 125		
Leaves	Vacation	\$ 1,499		\$ 894	\$ 915			\$ 778		\$ 1,155	\$ 859	\$ 1,215	\$ 819	\$ 781
	Holidays	\$ 650		\$ 782	\$ 854			\$ 583		\$ 808	\$ 687	\$ 718	\$ 512	\$ 729
	Admin Leave			\$ 279	\$ 1,330			\$ 243		\$ 404		\$ 276		\$ 416
Allow	Auto			\$ 500										
Benefit Package Total		\$ 5,856	\$ 0	\$ 6,805	\$ 8,326	\$ 0	\$ 0	\$ 5,506	\$ 0	\$ 5,505	\$ 4,985	\$ 6,038	\$ 4,712	\$ 5,615

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Human Resources Administrator**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Fairfield Suisun Sewer District	Human Resource Manager	\$ 16,205	\$ 14,277	\$ 15,856	\$ 8,326	\$ 24,182	4/5/2024	unknown	unknown
2	Delta Diablo Sanitation District	Human Resources and Risk Manager	\$ 15,804	\$ 13,718	\$ 14,525	\$ 6,805	\$ 21,330	7/9/2023	unknown	4.00%
3	Silicon Valley Clean Water	Human Resources Director	\$ 19,832	\$ 15,828	\$ 15,013	\$ 5,505	\$ 20,518	7/1/2023	unknown	unknown
4	Tahoe City Public Utility District	Human Resources Manager	\$ 14,344	\$ 14,742	\$ 14,358	\$ 6,038	\$ 20,396	1/1/2024	unknown	unknown
5	South Tahoe Public Utility	Human Resources Director	\$ 14,731	\$ 13,858	\$ 14,895	\$ 4,985	\$ 19,880	10/4/2024	unknown	unknown
6	Union Sanitary District <sup>2</sup>	[Senior Human Resources Analyst/ Human Resources Manager]	\$ 16,332	\$ 13,806	\$ 13,531	\$ 5,615	\$ 19,146	9/1/2023	9/1/2024	unknown
7	Tahoe Truckee Sanitation	Human Resources Administrator	\$ 12,993	\$ 12,993	\$ 12,993	\$ 5,856	\$ 18,849	9/20/2023	7/1/2024	3.23%
8	North Tahoe Public Utility District	Human Resources Manager	\$ 12,626	\$ 12,976	\$ 12,638	\$ 5,506	\$ 18,144	7/9/2023	7/1/2024	2.50% - 4.00%
9	Truckee Sanitary District	Human Resources and Risk Manager	\$ 13,303	\$ 13,303	\$ 13,303	\$ 4,712	\$ 18,015	12/29/2023	unknown	unknown
10	Central Marin Sanitation Agency	N/C								
11	Monterey One Water	N/C								
12	Napa Sanitation District	N/C								
13	Oro Loma Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 15,397	\$ 14,064	\$ 14,265	\$ 20,201
% Tahoe Truckee Sanitation Agency Above/Below	-18.5%	-8.2%	-9.8%	-7.2%
Median of Comparators	\$ 15,268	\$ 13,832	\$ 14,442	\$ 20,138
% Tahoe Truckee Sanitation Agency Above/Below	-17.5%	-6.5%	-11.1%	-6.8%
75th Percentile	\$ 16,237	\$ 14,393	\$ 14,925	\$ 20,721
% Tahoe Truckee Sanitation Agency Above/Below	-25.0%	-10.8%	-14.9%	-9.9%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

2 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.



**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Information Technology Specialist II (Information Technology Specialist)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Tahoe Truckee Sanitation	Information Technology Specialist II (Information Technology Specialist)	\$ 10,696	\$ 10,696	\$ 10,696	\$ 4,859	\$ 15,555	9/20/2023	7/1/2024	3.23%
2	Monterey One Water	Information Systems Analyst II	\$ 11,052	\$ 9,894	\$ 9,350	\$ 3,517	\$ 12,867	6/25/2023	unknown	unknown
3	North Tahoe Public Utility District	Operational and Information Technology Technician II	\$ 8,894	\$ 9,141	\$ 8,903	\$ 4,595	\$ 13,498	7/9/2023	7/1/2024	2.50% - 4.00%
4	Central Marin Sanitation Agency	N/C								
5	Delta Diablo Sanitation District	N/C								
6	Fairfield Suisun Sewer District	N/C								
7	Napa Sanitation District	N/C								
8	Oro Loma Sanitary District	N/C								
9	Silicon Valley Clean Water	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Number of Matches	2	2	2	2

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Information Technology Specialist II (Information Technology Specialist)	N/C	N/C	N/C	Information Systems Analyst II	N/C	Operational and Information Technology Technician II	N/C	N/C	N/C	N/C	N/C	N/C
Retirement	Adjusted Cost of Living Top Monthly Salary	\$ 10,696				\$ 9,350		\$ 8,903						
	PEPRA	2%@62				2%@62		2%@62						
	Employee Cost Share					\$ -20								
	Social Security							\$ 552						
	Deferred Compensation													
Insurance	Other Ret.													
	Cafeteria													
	Health	\$ 3,417				\$ 2,431		\$ 2,637						
	Dental	\$ 207						\$ 135						
	Vision							\$ 55						
Leaves	Other Ins.	\$ 83						\$ 292						
	Vacation	\$ 617				\$ 539		\$ 514						
	Holidays	\$ 535				\$ 566		\$ 411						
	Admin Leave													
Allow	Auto													
Benefit Package Total		\$ 4,859	\$ 0	\$ 0	\$ 0	\$ 3,517	\$ 0	\$ 4,595	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Information Technology Specialist II (Information Technology Specialist)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Tahoe Truckee Sanitation	Information Technology Specialist II (Information Technology Specialist)	\$ 10,696	\$ 10,696	\$ 10,696	\$ 4,859	\$ 15,555	9/20/2023	7/1/2024	3.23%
2	North Tahoe Public Utility District	Operational and Information Technology Technician II	\$ 8,894	\$ 9,141	\$ 8,903	\$ 4,595	\$ 13,498	7/9/2023	7/1/2024	2.50% - 4.00%
3	Monterey One Water	Information Systems Analyst II	\$ 11,052	\$ 9,894	\$ 9,350	\$ 3,517	\$ 12,867	6/25/2023	unknown	unknown
4	Central Marin Sanitation Agency	N/C								
5	Delta Diablo Sanitation District	N/C								
6	Fairfield Suisun Sewer District	N/C								
7	Napa Sanitation District	N/C								
8	Oro Loma Sanitary District	N/C								
9	Silicon Valley Clean Water	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Number of Matches	2	2	2	2

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Information Technology Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Delta Diablo Sanitation District <sup>1</sup>	[Systems Administrator/ Information Technology Manager]	\$ 14,552	\$ 12,632	\$ 13,375	\$ 6,062	\$ 19,437	7/9/2023	7/1/2024	2.00% - 5.00%
2	Central Marin Sanitation Agency	Information System Administrator	\$ 16,779	\$ 13,798	\$ 13,233	\$ 4,631	\$ 17,864	6/23/2023	unknown	unknown
3	Monterey One Water <sup>2</sup>	[Senior Information Systems Analyst/ Director of Information Systems/Chief Technology Officer]	\$ 15,506	\$ 13,881	\$ 13,118	\$ 4,560	\$ 17,678	2/26/2024	unknown	unknown
4	Tahoe City Public Utility District	Information Systems and Technology Administrator	\$ 12,985	\$ 13,345	\$ 12,998	\$ 5,736	\$ 18,734	1/1/2024	unknown	unknown
5	Tahoe Truckee Sanitation	Information Technology Supervisor	\$ 12,736	\$ 12,736	\$ 12,736	\$ 5,079	\$ 17,815	9/20/2023	7/1/2024	3.23%
6	Union Sanitary District <sup>4</sup>	[Senior Information Technology Analyst/ Information Technology Administrator]	\$ 15,298	\$ 12,931	\$ 12,674	\$ 5,251	\$ 17,925	9/1/2023	9/1/2024	unknown
7	South Tahoe Public Utility District <sup>3</sup>	Network Telecomm Systems Administrator II	\$ 10,894	\$ 10,248	\$ 11,015	\$ 4,394	\$ 15,409	10/4/2024	unknown	unknown
8	Fairfield Suisun Sewer District	N/C								
9	Napa Sanitation District	N/C								
10	North Tahoe Public Utility District	N/C								
11	Oro Loma Sanitary District	N/C								
12	Silicon Valley Clean Water	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 14,336	\$ 12,806	\$ 12,736	\$ 17,841
% Tahoe Truckee Sanitation Agency Above/Below	-12.6%	-0.5%	0.0%	-0.1%
Median of Comparators	\$ 14,925	\$ 13,138	\$ 13,058	\$ 17,894
% Tahoe Truckee Sanitation Agency Above/Below	-17.2%	-3.2%	-2.5%	-0.4%
75th Percentile	\$ 15,454	\$ 13,685	\$ 13,204	\$ 18,532
% Tahoe Truckee Sanitation Agency Above/Below	-21.3%	-7.4%	-3.7%	-4.0%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

4 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Information Technology Supervisor	Information System Administrator	[Systems Administrator/ Information Technology Manager]	N/C	[Senior Information Systems Analyst/ Director of Information Systems/Chief Technology Officer]	N/C	N/C	N/C	N/C	Network Telecomm Systems Administrator II	Information Systems and Technology Administrator	N/C	[Senior Information Technology Analyst/ Information Technology Administrator]
	Adjusted Cost of Living Top Monthly Salary	\$ 12,736	\$ 13,233	\$ 13,375		\$ 13,118					\$ 11,015	\$ 12,998		\$ 12,674
Retirement	PEPRA	2%@62	2%@62	2%@62		2%@62					2%@62	2%@62		2%@62
	Employee Cost Share					\$ -28								
	Social Security			\$ 829							\$ 683	\$ 806		
	Deferred Compensation			\$ 535								\$ 260		\$ 254
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417	\$ 2,657	\$ 2,656		\$ 2,431					\$ 2,389	\$ 2,379		\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211							\$ 154	\$ 125		\$ 144
	Vision		\$ 45	\$ 31							\$ 24	\$ 42		\$ 22
	Other Ins.	\$ 83										\$ 125		
Leaves	Vacation	\$ 735	\$ 763	\$ 823		\$ 1,009					\$ 635	\$ 1,100		\$ 731
	Holidays	\$ 637	\$ 662	\$ 720		\$ 795					\$ 508	\$ 650		\$ 682
	Admin Leave		\$ 254	\$ 257		\$ 353						\$ 250		\$ 244
Allow	Auto													
Benefit Package Total		\$ 5,079	\$ 4,631	\$ 6,062	\$ 0	\$ 4,560	\$ 0	\$ 0	\$ 0	\$ 0	\$ 4,394	\$ 5,736	\$ 0	\$ 5,251

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Information Technology Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary				Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Benefits Package*				
1	Delta Diablo Sanitation District <sup>1</sup>	[Systems Administrator/ Information Technology Manager]	\$ 14,552	\$ 12,632	\$ 13,375	\$ 6,062	\$ 19,437	7/9/2023	7/1/2024	2.00% - 5.00%
2	Tahoe City Public Utility District	Information Systems and Technology Administrator	\$ 12,985	\$ 13,345	\$ 12,998	\$ 5,736	\$ 18,734	1/1/2024	unknown	unknown
3	Union Sanitary District <sup>4</sup>	[Senior Information Technology Analyst/ Information Technology Administrator]	\$ 15,298	\$ 12,931	\$ 12,674	\$ 5,251	\$ 17,925	9/1/2023	9/1/2024	unknown
4	Central Marin Sanitation Agency	Information System Administrator	\$ 16,779	\$ 13,798	\$ 13,233	\$ 4,631	\$ 17,864	6/23/2023	unknown	unknown
5	Tahoe Truckee Sanitation	Information Technology Supervisor	\$ 12,736	\$ 12,736	\$ 12,736	\$ 5,079	\$ 17,815	9/20/2023	7/1/2024	3.23%
6	Monterey One Water <sup>2</sup>	[Senior Information Systems Analyst/ Director of Information Systems/Chief Technology Officer]	\$ 15,506	\$ 13,881	\$ 13,118	\$ 4,560	\$ 17,678	2/26/2024	unknown	unknown
7	South Tahoe Public Utility District <sup>3</sup>	Network Telecomm Systems Administrator II	\$ 10,894	\$ 10,248	\$ 11,015	\$ 4,394	\$ 15,409	10/4/2024	unknown	unknown
8	Fairfield Suisun Sewer District	N/C								
9	Napa Sanitation District	N/C								
10	North Tahoe Public Utility District	N/C								
11	Oro Loma Sanitary District	N/C								
12	Silicon Valley Clean Water	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 14,336	\$ 12,806	\$ 12,736	\$ 17,841
% Tahoe Truckee Sanitation Agency Above/Below	-12.6%	-0.5%	0.0%	-0.1%
Median of Comparators	\$ 14,925	\$ 13,138	\$ 13,058	\$ 17,894
% Tahoe Truckee Sanitation Agency Above/Below	-17.2%	-3.2%	-2.5%	-0.4%
75th Percentile	\$ 15,454	\$ 13,685	\$ 13,204	\$ 18,532
% Tahoe Truckee Sanitation Agency Above/Below	-21.3%	-7.4%	-3.7%	-4.0%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

4 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Inventory Control Specialist**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Union Sanitary District	Storekeeper I	\$ 10,802	\$ 9,131	\$ 8,950	\$ 4,422	\$ 13,372	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
2	Delta Diablo Sanitation District	Warehouse Technician I	\$ 8,963	\$ 7,781	\$ 8,238	\$ 4,688	\$ 12,926	7/9/2023	unknown	4.00%
3	<b>Tahoe Truckee Sanitation</b>	<b>Inventory Control Specialist</b>	<b>\$ 7,142</b>	<b>\$ 7,142</b>	<b>\$ 7,142</b>	<b>\$ 4,476</b>	<b>\$ 11,618</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
4	South Tahoe Public Utility District <sup>1</sup>	Shipping and Receiving Clerk	\$ 6,768	\$ 6,367	\$ 6,843	\$ 3,702	\$ 10,545	10/4/2024	unknown	unknown
5	Monterey One Water	Storeroom Clerk	\$ 7,717	\$ 6,909	\$ 6,529	\$ 3,190	\$ 9,719	6/26/2023	unknown	unknown
6	Central Marin Sanitation Agency	N/C								
7	Fairfield Suisun Sewer District	N/C								
8	Napa Sanitation District	N/C								
9	North Tahoe Public Utility District	N/C								
10	Oro Loma Sanitary District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 8,563	\$ 7,547	\$ 7,640	\$ 11,640
% Tahoe Truckee Sanitation Agency Above/Below	-19.9%	-5.7%	-7.0%	-0.2%
Median of Comparators	\$ 8,340	\$ 7,345	\$ 7,541	\$ 11,736
% Tahoe Truckee Sanitation Agency Above/Below	-16.8%	-2.8%	-5.6%	-1.0%
75th Percentile	\$ 9,423	\$ 8,119	\$ 8,416	\$ 13,038
% Tahoe Truckee Sanitation Agency Above/Below	-31.9%	-13.7%	-17.8%	-12.2%
Number of Matches	4	4	4	4

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Inventory Control Specialist	N/C	Warehouse Technician I	N/C	Storeroom Clerk	N/C	N/C	N/C	N/C	Shipping and Receiving Clerk	N/C	N/C	Storekeeper I
Retirement	Adjusted Cost of Living Top Monthly Salary	\$ 7,142		\$ 8,238		\$ 6,529					\$ 6,843			\$ 8,950
	PEPRA	2%@62		2%@62		2%@62					2%@62			2%@62
	Employee Cost Share					\$ -14								
	Social Security			\$ 511							\$ 424			
	Deferred Compensation			\$ 330										\$ 42
Insurance	Other Ret.													
	Cafeteria													
	Health	\$ 3,417		\$ 2,656		\$ 2,431					\$ 2,389			\$ 3,174
	Dental	\$ 207		\$ 211							\$ 154			\$ 144
	Vision			\$ 31							\$ 24			\$ 22
Leaves	Other Ins.	\$ 83												
	Vacation	\$ 412		\$ 507		\$ 377					\$ 395			\$ 516
	Holidays	\$ 357		\$ 444		\$ 396					\$ 316			\$ 525
Allow	Admin Leave													
	Auto													
Benefit Package Total		\$ 4,476	\$ 0	\$ 4,688	\$ 0	\$ 3,190	\$ 0	\$ 0	\$ 0	\$ 0	\$ 3,702	\$ 0	\$ 0	\$ 4,422



**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)  
May 2024**

**Inventory Control Specialist**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Union Sanitary District	Storekeeper I	\$ 10,802	\$ 9,131	\$ 8,950	\$ 4,422	\$ 13,372	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
2	Delta Diablo Sanitation District	Warehouse Technician I	\$ 8,963	\$ 7,781	\$ 8,238	\$ 4,688	\$ 12,926	7/9/2023	unknown	4.00%
3	<b>Tahoe Truckee Sanitation</b>	<b>Inventory Control Specialist</b>	<b>\$ 7,142</b>	<b>\$ 7,142</b>	<b>\$ 7,142</b>	<b>\$ 4,476</b>	<b>\$ 11,618</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
4	South Tahoe Public Utility District <sup>1</sup>	Shipping and Receiving Clerk	\$ 6,768	\$ 6,367	\$ 6,843	\$ 3,702	\$ 10,545	10/4/2024	unknown	unknown
5	Monterey One Water	Storeroom Clerk	\$ 7,717	\$ 6,909	\$ 6,529	\$ 3,190	\$ 9,719	6/26/2023	unknown	unknown
6	Central Marin Sanitation Agency	N/C								
7	Fairfield Suisun Sewer District	N/C								
8	Napa Sanitation District	N/C								
9	North Tahoe Public Utility District	N/C								
10	Oro Loma Sanitary District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 8,563	\$ 7,547	\$ 7,640	\$ 11,640
% Tahoe Truckee Sanitation Agency Above/Below	-19.9%	-5.7%	-7.0%	-0.2%
Median of Comparators	\$ 8,340	\$ 7,345	\$ 7,541	\$ 11,736
% Tahoe Truckee Sanitation Agency Above/Below	-16.8%	-2.8%	-5.6%	-1.0%
75th Percentile	\$ 9,423	\$ 8,119	\$ 8,416	\$ 13,038
% Tahoe Truckee Sanitation Agency Above/Below	-31.9%	-13.7%	-17.8%	-12.2%
Number of Matches	4	4	4	4

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Laboratory Director**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Silicon Valley Clean Water	Laboratory Director	\$ 21,332	\$ 17,025	\$ 16,148	\$ 5,684	\$ 21,832	7/1/2023	unknown	unknown
2	Delta Diablo Sanitation District	Laboratory Manager	\$ 16,543	\$ 14,360	\$ 15,205	\$ 6,924	\$ 22,129	7/9/2023	7/1/2024	2.00% - 5.00%
3	Central Marin Sanitation Agency	Regulatory Control Manager	\$ 18,727	\$ 15,401	\$ 14,769	\$ 4,541	\$ 19,310	6/25/2023	6/23/2024	CPI
4	Fairfield Suisun Sewer District <sup>1</sup>	[Laboratory Analyst Senior/ Lab Manager]	\$ 14,550	\$ 12,820	\$ 14,237	\$ 5,819	\$ 20,056	4/5/2024	unknown	unknown
5	Union Sanitary District	Laboratory Director	\$ 15,977	\$ 13,506	\$ 13,237	\$ 5,324	\$ 18,561	9/1/2023	9/1/2024	unknown
6	Tahoe Truckee Sanitation	Laboratory Director	\$ 12,736	\$ 12,736	\$ 12,736	\$ 5,813	\$ 18,549	9/20/2023	7/1/2024	3.23%
7	South Tahoe Public Utility District <sup>2</sup>	Lab Director	\$ 11,991	\$ 11,280	\$ 12,124	\$ 4,578	\$ 16,702	10/4/2024	unknown	unknown
8	Monterey One Water	Laboratory and Environmental Services Manager	\$ 14,205	\$ 12,717	\$ 12,018	\$ 4,151	\$ 16,169	6/25/2023	unknown	unknown
9	Napa Sanitation District	N/C								
10	North Tahoe Public Utility District	N/C								
11	Oro Loma Sanitary District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 16,189	\$ 13,873	\$ 13,963	\$ 19,251
% Tahoe Truckee Sanitation Agency Above/Below	-27.1%	-8.9%	-9.6%	-3.8%
Median of Comparators	\$ 15,977	\$ 13,506	\$ 14,237	\$ 19,310
% Tahoe Truckee Sanitation Agency Above/Below	-25.4%	-6.0%	-11.8%	-4.1%
75th Percentile	\$ 17,635	\$ 14,881	\$ 14,987	\$ 20,944
% Tahoe Truckee Sanitation Agency Above/Below	-38.5%	-16.8%	-17.7%	-12.9%
Number of Matches	7	7	7	7

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Fairfield Suisun Sewer District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Laboratory Director	Regulatory Control Manager	Laboratory Manager	[Laboratory Analyst Senior/ Lab Manager]	Laboratory and Environmental Services Manager	N/C	N/C	N/C	Laboratory Director	Lab Director	N/C	N/C	Laboratory Director
	Adjusted Cost of Living Top Monthly Salary	\$ 12,736	\$ 14,769	\$ 15,205	\$ 14,237	\$ 12,018				\$ 16,148	\$ 12,124			\$ 13,237
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62				2%@62	2%@62			2%@62
	Employee Cost Share					\$ -25								
	Social Security			\$ 871	\$ 871						\$ 752			
	Deferred Compensation			\$ 608	\$ 266					\$ 385				\$ 254
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417	\$ 2,656	\$ 2,656	\$ 2,656	\$ 2,431				\$ 2,538	\$ 2,389			\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263					\$ 193	\$ 154			\$ 144
	Vision		\$ 45	\$ 31	\$ 11					\$ 22	\$ 24			\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 1,470	\$ 852	\$ 936	\$ 821	\$ 693				\$ 1,242	\$ 699			\$ 764
	Holidays	\$ 637	\$ 738	\$ 819	\$ 767	\$ 728				\$ 870	\$ 560			\$ 713
	Admin Leave			\$ 292	\$ 164	\$ 324				\$ 435				\$ 255
Allow	Auto			\$ 500										
Benefit Package Total		\$ 5,813	\$ 4,541	\$ 6,924	\$ 5,819	\$ 4,151	\$ 0	\$ 0	\$ 0	\$ 5,684	\$ 4,578	\$ 0	\$ 0	\$ 5,324

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Laboratory Director**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Delta Diablo Sanitation District	Laboratory Manager	\$ 16,543	\$ 14,360	\$ 15,205	\$ 6,924	\$ 22,129	7/9/2023	7/1/2024	2.00% - 5.00%
2	Silicon Valley Clean Water	Laboratory Director	\$ 21,332	\$ 17,025	\$ 16,148	\$ 5,684	\$ 21,832	7/1/2023	unknown	unknown
3	Fairfield Suisun Sewer District <sup>1</sup>	[Laboratory Analyst Senior/ Lab Manager]	\$ 14,550	\$ 12,820	\$ 14,237	\$ 5,819	\$ 20,056	4/5/2024	unknown	unknown
4	Central Marin Sanitation Agency	Regulatory Control Manager	\$ 18,727	\$ 15,401	\$ 14,769	\$ 4,541	\$ 19,310	6/25/2023	6/23/2024	CPI
5	Union Sanitary District	Laboratory Director	\$ 15,977	\$ 13,506	\$ 13,237	\$ 5,324	\$ 18,561	9/1/2023	9/1/2024	unknown
6	<b>Tahoe Truckee Sanitation</b>	<b>Laboratory Director</b>	<b>\$ 12,736</b>	<b>\$ 12,736</b>	<b>\$ 12,736</b>	<b>\$ 5,813</b>	<b>\$ 18,549</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
7	South Tahoe Public Utility District <sup>2</sup>	Lab Director	\$ 11,991	\$ 11,280	\$ 12,124	\$ 4,578	\$ 16,702	10/4/2024	unknown	unknown
8	Monterey One Water	Laboratory and Environmental Services Manager	\$ 14,205	\$ 12,717	\$ 12,018	\$ 4,151	\$ 16,169	6/25/2023	unknown	unknown
9	Napa Sanitation District	N/C								
10	North Tahoe Public Utility District	N/C								
11	Oro Loma Sanitary District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 16,189	\$ 13,873	\$ 13,963	\$ 19,251
% Tahoe Truckee Sanitation Agency Above/Below	-27.1%	-8.9%	-9.6%	-3.8%
Median of Comparators	\$ 15,977	\$ 13,506	\$ 14,237	\$ 19,310
% Tahoe Truckee Sanitation Agency Above/Below	-25.4%	-6.0%	-11.8%	-4.1%
75th Percentile	\$ 17,635	\$ 14,881	\$ 14,987	\$ 20,944
% Tahoe Truckee Sanitation Agency Above/Below	-38.5%	-16.8%	-17.7%	-12.9%
Number of Matches	7	7	7	7

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Fairfield Suisun Sewer District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Laboratory Technician (new)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Tahoe Truckee Sanitation	Laboratory Technician (new)	proposed							
2	Fairfield Suisun Sewer District	Laboratory Technician	\$ 8,942	\$ 7,879	\$ 8,750	\$ 4,815	\$ 13,565	5/4/2024	unknown	unknown
3	Monterey One Water	Laboratory Technician II	\$ 8,438	\$ 7,554	\$ 7,139	\$ 3,260	\$ 10,399	6/25/2023	unknown	unknown
4	South Tahoe Public Utility District	Laboratory Assistant	\$ 5,705	\$ 5,367	\$ 5,769	\$ 3,524	\$ 9,293	10/4/2023	unknown	unknown
5	Silicon Valley Clean Water	Laboratory Assistant	\$ 5,183	\$ 4,136	\$ 3,923	\$ 192	\$ 4,115	7/2/2023	unknown	unknown
6	Central Marin Sanitation Agency	N/C								
7	Delta Diablo Sanitation District	N/C								
8	Napa Sanitation District	N/C								
9	North Tahoe Public Utility District	N/C								
10	Oro Loma Sanitary District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 7,067	\$ 6,234	\$ 6,395	\$ 9,343
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Median of Comparators	\$ 7,072	\$ 6,461	\$ 6,454	\$ 9,846
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
75th Percentile	\$ 8,564	\$ 7,635	\$ 7,542	\$ 11,191
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Number of Matches	4	4	4	4

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Laboratory Technician (new)	N/C	N/C	Laboratory Technician	Laboratory Technician II	N/C	N/C	N/C	Laboratory Assistant	Laboratory Assistant	N/C	N/C	N/C
	Adjusted Cost of Living Top Monthly Salary	proposed			\$ 8,750	\$ 7,139				\$ 3,923	\$ 5,769			
Retirement	PEPRA				2%@62	2%@62					2%@62			
	Employee Cost Share					\$ -15								
	Social Security				\$ 543						\$ 358			
	Deferred Compensation				\$ 266					\$ 192				
	Other Ret.													
Insurance	Cafeteria													
	Health				\$ 2,656	\$ 2,431					\$ 2,389			
	Dental				\$ 263						\$ 154			
	Vision				\$ 11						\$ 24			
	Other Ins.													
Leaves	Vacation				\$ 505	\$ 412					\$ 333			
	Holidays				\$ 471	\$ 432					\$ 266			
	Admin Leave				\$ 101									
Allow	Auto													
Benefit Package Total		\$ 0	\$ 0	\$ 0	\$ 4,815	\$ 3,260	\$ 0	\$ 0	\$ 0	\$ 192	\$ 3,524	\$ 0	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Laboratory Technician (new)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Tahoe Truckee Sanitation	Laboratory Technician (new)	proposed							
2	Fairfield Suisun Sewer District	Laboratory Technician	\$ 8,942	\$ 7,879	\$ 8,750	\$ 4,815	\$ 13,565	5/4/2024	unknown	unknown
3	Monterey One Water	Laboratory Technician II	\$ 8,438	\$ 7,554	\$ 7,139	\$ 3,260	\$ 10,399	6/25/2023	unknown	unknown
4	South Tahoe Public Utility District	Laboratory Assistant	\$ 5,705	\$ 5,367	\$ 5,769	\$ 3,524	\$ 9,293	10/4/2023	unknown	unknown
5	Silicon Valley Clean Water	Laboratory Assistant	\$ 5,183	\$ 4,136	\$ 3,923	\$ 192	\$ 4,115	7/2/2023	unknown	unknown
6	Central Marin Sanitation Agency	N/C								
7	Delta Diablo Sanitation District	N/C								
8	Napa Sanitation District	N/C								
9	North Tahoe Public Utility District	N/C								
10	Oro Loma Sanitary District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 7,067	\$ 6,234	\$ 6,395	\$ 9,343
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Median of Comparators	\$ 7,072	\$ 6,461	\$ 6,454	\$ 9,846
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
75th Percentile	\$ 8,564	\$ 7,635	\$ 7,542	\$ 11,191
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Number of Matches	4	4	4	4

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)  
May 2024**

**Maintenance Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Union Sanitary District	Manager, Maintenance and Technology Services	\$ 22,576	\$ 19,084	\$ 18,704	\$ 6,351	\$ 25,055	9/1/2023	9/1/2024	unknown
2	Delta Diablo Sanitation District <sup>1</sup>	[Maintenance Manager/ Resource Recovery Services Director]	\$ 20,052	\$ 17,406	\$ 18,430	\$ 7,487	\$ 25,917	7/9/2023	unknown	4.00%
3	Silicon Valley Clean Water	Maintenance Director	\$ 22,845	\$ 18,232	\$ 17,294	\$ 5,864	\$ 23,158	7/1/2023	unknown	unknown
4	Fairfield Suisun Sewer District	Maintenance Manager	\$ 16,205	\$ 14,277	\$ 15,856	\$ 8,326	\$ 24,182	4/5/2024	unknown	unknown
5	Oro Loma Sanitary District	Maintenance Manager	\$ 17,300	\$ 14,698	\$ 15,460	\$ 5,858	\$ 21,318	6/26/2023	6/24/2024	2.00% - 5.00%
6	Tahoe Truckee Sanitation	Maintenance Department Manager	\$ 15,317	\$ 15,317	\$ 15,317	\$ 6,240	\$ 21,557	9/20/2023	7/1/2024	3.23%
7	Central Marin Sanitation Agency	Maintenance Supervisor	\$ 14,675	\$ 12,068	\$ 11,573	\$ 4,421	\$ 15,994	6/25/2023	unknown	unknown
8	Monterey One Water	N/C								
9	Napa Sanitation District	N/C								
10	North Tahoe Public Utility District	N/C								
11	South Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 18,942	\$ 15,961	\$ 16,220	\$ 22,604
% Tahoe Truckee Sanitation Agency Above/Below	-23.7%	-4.2%	-5.9%	-4.9%
Median of Comparators	\$ 18,676	\$ 16,052	\$ 16,575	\$ 23,670
% Tahoe Truckee Sanitation Agency Above/Below	-21.9%	-4.8%	-8.2%	-9.8%
75th Percentile	\$ 21,945	\$ 18,026	\$ 18,146	\$ 24,837
% Tahoe Truckee Sanitation Agency Above/Below	-43.3%	-17.7%	-18.5%	-15.2%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.



Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Maintenance Department Manager	Maintenance Supervisor	[Maintenance Manager/ Resource Recovery Services Director]	Maintenance Manager	N/C	N/C	N/C	Maintenance Manager	Maintenance Director	N/C	N/C	N/C	Manager, Maintenance and Technology Services
	Adjusted Cost of Living Top Monthly Salary	\$ 15,317	\$ 11,573	\$ 18,430	\$ 15,856				\$ 15,460	\$ 17,294				\$ 18,704
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62				2%@60	2%@62				2%@62
	Employee Cost Share													
	Social Security			\$ 871	\$ 871									
	Deferred Compensation			\$ 737	\$ 1,427				\$ 1,040	\$ 385				\$ 350
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,657	\$ 2,656	\$ 2,656				\$ 2,656	\$ 2,538				\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263				\$ 150	\$ 193				\$ 144
	Vision		\$ 45	\$ 31	\$ 11				\$ 13	\$ 22				\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 1,767	\$ 668	\$ 1,134	\$ 915				\$ 892	\$ 1,330				\$ 1,079
	Holidays	\$ 766	\$ 579	\$ 992	\$ 854				\$ 951	\$ 931				\$ 1,007
	Admin Leave		\$ 223	\$ 354	\$ 1,330					\$ 466				\$ 576
Allow	Auto			\$ 500										
Benefit Package Total		\$ 6,240	\$ 4,421	\$ 7,487	\$ 8,326	\$ 0	\$ 0	\$ 0	\$ 5,858	\$ 5,864	\$ 0	\$ 0	\$ 0	\$ 6,351

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Maintenance Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Delta Diablo Sanitation District <sup>1</sup>	[Maintenance Manager/ Resource Recovery Services Director]	\$ 20,052	\$ 17,406	\$ 18,430	\$ 7,487	\$ 25,917	7/9/2023	unknown	4.00%
2	Union Sanitary District	Manager, Maintenance and Technology Services	\$ 22,576	\$ 19,084	\$ 18,704	\$ 6,351	\$ 25,055	9/1/2023	9/1/2024	unknown
3	Fairfield Suisun Sewer District	Maintenance Manager	\$ 16,205	\$ 14,277	\$ 15,856	\$ 8,326	\$ 24,182	4/5/2024	unknown	unknown
4	Silicon Valley Clean Water	Maintenance Director	\$ 22,845	\$ 18,232	\$ 17,294	\$ 5,864	\$ 23,158	7/1/2023	unknown	unknown
5	<b>Tahoe Truckee Sanitation</b>	<b>Maintenance Department Manager</b>	<b>\$ 15,317</b>	<b>\$ 15,317</b>	<b>\$ 15,317</b>	<b>\$ 6,240</b>	<b>\$ 21,557</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
6	Oro Loma Sanitary District	Maintenance Manager	\$ 17,300	\$ 14,698	\$ 15,460	\$ 5,858	\$ 21,318	6/26/2023	6/24/2024	2.00% - 5.00%
7	Central Marin Sanitation Agency	Maintenance Supervisor	\$ 14,675	\$ 12,068	\$ 11,573	\$ 4,421	\$ 15,994	6/25/2023	unknown	unknown
8	Monterey One Water	N/C								
9	Napa Sanitation District	N/C								
10	North Tahoe Public Utility District	N/C								
11	South Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 18,942	\$ 15,961	\$ 16,220	\$ 22,604
% Tahoe Truckee Sanitation Agency Above/Below	-23.7%	-4.2%	-5.9%	-4.9%
Median of Comparators	\$ 18,676	\$ 16,052	\$ 16,575	\$ 23,670
% Tahoe Truckee Sanitation Agency Above/Below	-21.9%	-4.8%	-8.2%	-9.8%
75th Percentile	\$ 21,945	\$ 18,026	\$ 18,146	\$ 24,837
% Tahoe Truckee Sanitation Agency Above/Below	-43.3%	-17.7%	-18.5%	-15.2%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Maintenance Mechanic III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Fairfield Suisun Sewer District	Maintenance Mechanic II	\$ 11,797	\$ 10,394	\$ 11,543	\$ 5,332	\$ 16,875	4/5/2024	unknown	unknown
2	Napa Sanitation District	Equipment Maintenance Specialist II	\$ 10,540	\$ 9,539	\$ 9,751	\$ 4,130	\$ 13,881	7/8/2023	unknown	unknown
3	Union Sanitary District	Mechanic II	\$ 11,575	\$ 9,785	\$ 9,590	\$ 4,497	\$ 14,087	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
4	Delta Diablo Sanitation District	Maintenance Mechanic II	\$ 10,324	\$ 8,962	\$ 9,489	\$ 4,960	\$ 14,449	7/9/2023	unknown	4.00%
5	Silicon Valley Clean Water	Senior Plant Mechanic	\$ 12,425	\$ 9,916	\$ 9,405	\$ 4,102	\$ 13,507	7/1/2023	7/1/2024	4.50%
6	Oro Loma Sanitary District	Mechanic I	\$ 9,939	\$ 8,444	\$ 8,882	\$ 4,125	\$ 13,007	6/26/2023	6/24/2024	2.00% - 5.00%
7	Monterey One Water	Maintenance Mechanic II	\$ 9,916	\$ 8,878	\$ 8,390	\$ 3,406	\$ 11,796	6/25/2023	unknown	unknown
8	<b>Tahoe Truckee Sanitation</b>	<b>Maintenance Mechanic III</b>	<b>\$ 8,335</b>	<b>\$ 8,335</b>	<b>\$ 8,335</b>	<b>\$ 4,605</b>	<b>\$ 12,940</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
9	Central Marin Sanitation Agency	Mechanical Technician II	\$ 10,108	\$ 8,312	\$ 7,971	\$ 3,809	\$ 11,780	6/25/2023	6/23/2024	CPI
10	South Tahoe Public Utility District <sup>1</sup>	Maintenance Mechanical Technologist II	\$ 7,651	\$ 7,198	\$ 7,736	\$ 3,850	\$ 11,586	10/4/2024	unknown	unknown
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 10,475	\$ 9,048	\$ 9,195	\$ 13,441
% Tahoe Truckee Sanitation Agency Above/Below	-25.7%	-8.5%	-10.3%	-3.9%
Median of Comparators	\$ 10,324	\$ 8,962	\$ 9,405	\$ 13,507
% Tahoe Truckee Sanitation Agency Above/Below	-23.9%	-7.5%	-12.8%	-4.4%
75th Percentile	\$ 11,575	\$ 9,785	\$ 9,590	\$ 14,087
% Tahoe Truckee Sanitation Agency Above/Below	-38.9%	-17.4%	-15.1%	-8.9%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Maintenance Mechanic III	Mechanical Technician II	Maintenance Mechanic II	Maintenance Mechanic II	Maintenance Mechanic II	Equipment Maintenance Specialist II	N/C	Mechanic I	Senior Plant Mechanic	Maintenance Mechanical Technologist II	N/C	N/C	Mechanic II
	Adjusted Cost of Living Top Monthly Salary	\$ 8,335	\$ 7,971	\$ 9,489	\$ 11,543	\$ 8,390	\$ 9,751		\$ 8,882	\$ 9,405	\$ 7,736			\$ 9,590
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62		2%@60	2%@62	2%@62			2%@62
	Employee Cost Share					\$ -18								
	Social Security			\$ 588	\$ 716						\$ 480			
	Deferred Compensation			\$ 380	\$ 266		\$ 100		\$ 91	\$ 192				\$ 42
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,656	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656	\$ 2,538	\$ 2,389			\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167		\$ 150	\$ 193	\$ 154			\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26		\$ 13	\$ 22	\$ 24			\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 481	\$ 460	\$ 584	\$ 666	\$ 484	\$ 563		\$ 512	\$ 543	\$ 446			\$ 553
	Holidays	\$ 417	\$ 399	\$ 511	\$ 622	\$ 508	\$ 488		\$ 547	\$ 506	\$ 357			\$ 562
	Admin Leave				\$ 133		\$ 131			\$ 109				
Allow	Auto													
Benefit Package Total		\$ 4,605	\$ 3,809	\$ 4,960	\$ 5,332	\$ 3,406	\$ 4,130	\$ 0	\$ 4,125	\$ 4,102	\$ 3,850	\$ 0	\$ 0	\$ 4,497

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Maintenance Mechanic III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary				Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Benefits Package*				
1	Fairfield Suisun Sewer District	Maintenance Mechanic II	\$ 11,797	\$ 10,394	\$ 11,543	\$ 5,332	\$ 16,875	4/5/2024	unknown	unknown
2	Delta Diablo Sanitation District	Maintenance Mechanic II	\$ 10,324	\$ 8,962	\$ 9,489	\$ 4,960	\$ 14,449	7/9/2023	unknown	4.00%
3	Union Sanitary District	Mechanic II	\$ 11,575	\$ 9,785	\$ 9,590	\$ 4,497	\$ 14,087	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
4	Napa Sanitation District	Equipment Maintenance Specialist II	\$ 10,540	\$ 9,539	\$ 9,751	\$ 4,130	\$ 13,881	7/8/2023	unknown	unknown
5	Silicon Valley Clean Water	Senior Plant Mechanic	\$ 12,425	\$ 9,916	\$ 9,405	\$ 4,102	\$ 13,507	7/1/2023	7/1/2024	4.50%
6	Oro Loma Sanitary District	Mechanic I	\$ 9,939	\$ 8,444	\$ 8,882	\$ 4,125	\$ 13,007	6/26/2023	6/24/2024	2.00% - 5.00%
7	<b>Tahoe Truckee Sanitation</b>	<b>Maintenance Mechanic III</b>	<b>\$ 8,335</b>	<b>\$ 8,335</b>	<b>\$ 8,335</b>	<b>\$ 4,605</b>	<b>\$ 12,940</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
8	Monterey One Water	Maintenance Mechanic II	\$ 9,916	\$ 8,878	\$ 8,390	\$ 3,406	\$ 11,796	6/25/2023	unknown	unknown
9	Central Marin Sanitation Agency	Mechanical Technician II	\$ 10,108	\$ 8,312	\$ 7,971	\$ 3,809	\$ 11,780	6/25/2023	6/23/2024	CPI
10	South Tahoe Public Utility District <sup>1</sup>	Maintenance Mechanical Technologist II	\$ 7,651	\$ 7,198	\$ 7,736	\$ 3,850	\$ 11,586	10/4/2024	unknown	unknown
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 10,475	\$ 9,048	\$ 9,195	\$ 13,441
% Tahoe Truckee Sanitation Agency Above/Below	-25.7%	-8.5%	-10.3%	-3.9%
Median of Comparators	\$ 10,324	\$ 8,962	\$ 9,405	\$ 13,507
% Tahoe Truckee Sanitation Agency Above/Below	-23.9%	-7.5%	-12.8%	-4.4%
75th Percentile	\$ 11,575	\$ 9,785	\$ 9,590	\$ 14,087
% Tahoe Truckee Sanitation Agency Above/Below	-38.9%	-17.4%	-15.1%	-8.9%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Maintenance Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Fairfield Suisun Sewer District	Maintenance Supervisor	\$ 14,458	\$ 12,738	\$ 14,147	\$ 7,838	\$ 21,985	4/5/2024	unknown	unknown
2	Delta Diablo Sanitation District	Maintenance Supervisor	\$ 14,719	\$ 12,777	\$ 13,529	\$ 5,838	\$ 19,367	7/9/2023	7/1/2024	2.00% - 5.00%
3	Silicon Valley Clean Water	Maintenance Supervisor	\$ 17,273	\$ 13,785	\$ 13,076	\$ 5,199	\$ 18,275	7/1/2023	unknown	unknown
4	Oro Loma Sanitary District <sup>1</sup>	[Mechanic II/ Maintenance Manager]	\$ 14,615	\$ 12,417	\$ 13,060	\$ 5,420	\$ 18,480	6/26/2023	6/24/2024	2.00% - 5.00%
5	Union Sanitary District	Coach, Mechanical Maintenance	\$ 15,732	\$ 13,298	\$ 13,034	\$ 5,544	\$ 18,578	9/1/2023	9/1/2024	unknown
6	<b>Tahoe Truckee Sanitation</b>	<b>Maintenance Supervisor</b>	<b>\$ 12,736</b>	<b>\$ 12,736</b>	<b>\$ 12,736</b>	<b>\$ 5,079</b>	<b>\$ 17,815</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
7	Napa Sanitation District	Plant Maintenance Supervisor	\$ 12,828	\$ 11,609	\$ 11,867	\$ 4,387	\$ 16,254	7/8/2023	unknown	unknown
8	South Tahoe Public Utility District <sup>2</sup>	Maintenance Supervisor	\$ 11,348	\$ 10,675	\$ 11,474	\$ 4,470	\$ 15,944	10/4/2024	unknown	unknown
9	Monterey One Water	Plant Maintenance Supervisor	\$ 13,095	\$ 11,723	\$ 11,079	\$ 3,931	\$ 15,010	6/25/2023	unknown	unknown
10	Central Marin Sanitation Agency	N/C								
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 14,259	\$ 12,378	\$ 12,658	\$ 17,987
% Tahoe Truckee Sanitation Agency Above/Below	-12.0%	2.8%	0.6%	-1.0%
Median of Comparators	\$ 14,537	\$ 12,578	\$ 13,047	\$ 18,378
% Tahoe Truckee Sanitation Agency Above/Below	-14.1%	1.2%	-2.4%	-3.2%
75th Percentile	\$ 14,972	\$ 12,907	\$ 13,189	\$ 18,775
% Tahoe Truckee Sanitation Agency Above/Below	-17.6%	-1.3%	-3.6%	-5.4%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Maintenance Supervisor	N/C	Maintenance Supervisor	Maintenance Supervisor	Plant Maintenance Supervisor	Plant Maintenance Supervisor	N/C	[Mechanic II/ Maintenance Manager]	Maintenance Supervisor	Maintenance Supervisor	N/C	N/C	Coach, Mechanical Maintenance
	Adjusted Cost of Living Top Monthly Salary	\$ 12,736		\$ 13,529	\$ 14,147	\$ 11,079	\$ 11,867		\$ 13,060	\$ 13,076	\$ 11,474			\$ 13,034
Retirement	PEPRA	2%@62		2%@62	2%@62	2%@62	2%@62		2%@60	2%@62	2%@62			2%@62
	Employee Cost Share					\$ -23								
	Social Security			\$ 839	\$ 871						\$ 711			
	Deferred Compensation			\$ 541	\$ 1,273		\$ 100		\$ 888	\$ 385				\$ 350
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417		\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656	\$ 2,538	\$ 2,389			\$ 3,174
	Dental	\$ 207		\$ 211	\$ 263		\$ 167		\$ 150	\$ 193	\$ 154			\$ 144
	Vision			\$ 31	\$ 11		\$ 26		\$ 13	\$ 22	\$ 24			\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 735		\$ 833	\$ 816	\$ 639	\$ 685		\$ 753	\$ 1,006	\$ 662			\$ 752
	Holidays	\$ 637		\$ 728	\$ 762	\$ 671	\$ 593		\$ 804	\$ 704	\$ 530			\$ 702
	Admin Leave				\$ 1,187	\$ 213	\$ 160			\$ 352				\$ 401
Allow	Auto													
Benefit Package Total		\$ 5,079	\$ 0	\$ 5,838	\$ 7,838	\$ 3,931	\$ 4,387	\$ 0	\$ 5,420	\$ 5,199	\$ 4,470	\$ 0	\$ 0	\$ 5,544

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Maintenance Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Fairfield Suisun Sewer District	Maintenance Supervisor	\$ 14,458	\$ 12,738	\$ 14,147	\$ 7,838	\$ 21,985	4/5/2024	unknown	unknown
2	Delta Diablo Sanitation District	Maintenance Supervisor	\$ 14,719	\$ 12,777	\$ 13,529	\$ 5,838	\$ 19,367	7/9/2023	7/1/2024	2.00% - 5.00%
3	Union Sanitary District	Coach, Mechanical Maintenance	\$ 15,732	\$ 13,298	\$ 13,034	\$ 5,544	\$ 18,578	9/1/2023	9/1/2024	unknown
4	Oro Loma Sanitary District <sup>1</sup>	[Mechanic II/ Maintenance Manager]	\$ 14,615	\$ 12,417	\$ 13,060	\$ 5,420	\$ 18,480	6/26/2023	6/24/2024	2.00% - 5.00%
5	Silicon Valley Clean Water	Maintenance Supervisor	\$ 17,273	\$ 13,785	\$ 13,076	\$ 5,199	\$ 18,275	7/1/2023	unknown	unknown
6	<b>Tahoe Truckee Sanitation</b>	<b>Maintenance Supervisor</b>	<b>\$ 12,736</b>	<b>\$ 12,736</b>	<b>\$ 12,736</b>	<b>\$ 5,079</b>	<b>\$ 17,815</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
7	Napa Sanitation District	Plant Maintenance Supervisor	\$ 12,828	\$ 11,609	\$ 11,867	\$ 4,387	\$ 16,254	7/8/2023	unknown	unknown
8	South Tahoe Public Utility District <sup>2</sup>	Maintenance Supervisor	\$ 11,348	\$ 10,675	\$ 11,474	\$ 4,470	\$ 15,944	10/4/2024	unknown	unknown
9	Monterey One Water	Plant Maintenance Supervisor	\$ 13,095	\$ 11,723	\$ 11,079	\$ 3,931	\$ 15,010	6/25/2023	unknown	unknown
10	Central Marin Sanitation Agency	N/C								
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 14,259	\$ 12,378	\$ 12,658	\$ 17,987
% Tahoe Truckee Sanitation Agency Above/Below	-12.0%	2.8%	0.6%	-1.0%
Median of Comparators	\$ 14,537	\$ 12,578	\$ 13,047	\$ 18,378
% Tahoe Truckee Sanitation Agency Above/Below	-14.1%	1.2%	-2.4%	-3.2%
75th Percentile	\$ 14,972	\$ 12,907	\$ 13,189	\$ 18,775
% Tahoe Truckee Sanitation Agency Above/Below	-17.6%	-1.3%	-3.6%	-5.4%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.



**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Operations Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Silicon Valley Clean Water <sup>3</sup>	[Operations Director/ Chief Operating Officer]	\$ 26,302	\$ 20,991	\$ 19,910	\$ 6,727	\$ 26,637	7/1/2023	unknown	unknown
2	Delta Diablo Sanitation District <sup>1</sup>	[Operations Manager/ Resource Recovery Services Director]	\$ 20,052	\$ 17,406	\$ 18,430	\$ 7,487	\$ 25,917	7/9/2023	unknown	4.00%
3	Fairfield Suisun Sewer District <sup>2</sup>	[Operations Manager/ Director of Operations & Maintenance]	\$ 18,202	\$ 16,037	\$ 17,810	\$ 8,884	\$ 26,694	4/5/2024	unknown	unknown
4	<b>Tahoe Truckee Sanitation</b>	<b>Operations Department Manager</b>	<b>\$ 15,317</b>	<b>\$ 15,317</b>	<b>\$ 15,317</b>	<b>\$ 6,690</b>	<b>\$ 22,007</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
5	Monterey One Water	Operations Manager	\$ 15,275	\$ 13,675	\$ 12,923	\$ 4,280	\$ 17,203	6/25/2023	unknown	unknown
6	Central Marin Sanitation Agency	N/C								
7	Napa Sanitation District	N/C								
8	North Tahoe Public Utility District	N/C								
9	Oro Loma Sanitary District	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 19,958	\$ 17,027	\$ 17,268	\$ 24,113
% Tahoe Truckee Sanitation Agency Above/Below	-30.3%	-11.2%	-12.7%	-9.6%
Median of Comparators	\$ 19,127	\$ 16,722	\$ 18,120	\$ 26,277
% Tahoe Truckee Sanitation Agency Above/Below	-24.9%	-9.2%	-18.3%	-19.4%
75th Percentile	\$ 21,615	\$ 18,302	\$ 18,800	\$ 26,651
% Tahoe Truckee Sanitation Agency Above/Below	-41.1%	-19.5%	-22.7%	-21.1%
Number of Matches	4	4	4	4

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Fairfield Suisun Sewer District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Operations Department Manager	N/C	[Operations Manager/ Resource Recovery Services Director]	[Operations Manager/ Director of Operations & Maintenance]	Operations Manager	N/C	N/C	N/C	[Operations Director/ Chief Operating Officer]	N/C	N/C	N/C	N/C
	Adjusted Cost of Living Top Monthly Salary	\$ 15,317		\$ 18,430	\$ 17,810	\$ 12,923				\$ 19,910				
Retirement	PEPRA	2%@62		2%@62	2%@62	2%@62				2%@62				
	Employee Cost Share					\$ -27								
	Social Security			\$ 871	\$ 871									
	Deferred Compensation			\$ 737	\$ 1,603					\$ 385				
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417		\$ 2,656	\$ 2,656	\$ 2,431				\$ 2,538				
	Dental	\$ 207		\$ 211	\$ 263					\$ 193				
	Vision			\$ 31	\$ 11					\$ 22				
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 1,767		\$ 1,134	\$ 1,028	\$ 746				\$ 1,532				
	Holidays	\$ 766		\$ 992	\$ 959	\$ 783				\$ 1,072				
	Admin Leave			\$ 354	\$ 1,494	\$ 348				\$ 536				
Allow	Auto	\$ 450		\$ 500						\$ 450				
Benefit Package Total		\$ 6,690	\$ 0	\$ 7,487	\$ 8,884	\$ 4,280	\$ 0	\$ 0	\$ 0	\$ 6,727	\$ 0	\$ 0	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Operations Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Fairfield Suisun Sewer District <sup>2</sup>	[Operations Manager/ Director of Operations & Maintenance]	\$ 18,202	\$ 16,037	\$ 17,810	\$ 8,884	\$ 26,694	4/5/2024	unknown	unknown
2	Silicon Valley Clean Water <sup>3</sup>	[Operations Director/ Chief Operating Officer]	\$ 26,302	\$ 20,991	\$ 19,910	\$ 6,727	\$ 26,637	7/1/2023	unknown	unknown
3	Delta Diablo Sanitation District <sup>1</sup>	[Operations Manager/ Resource Recovery Services Director]	\$ 20,052	\$ 17,406	\$ 18,430	\$ 7,487	\$ 25,917	7/9/2023	unknown	4.00%
4	<b>Tahoe Truckee Sanitation</b>	<b>Operations Department Manager</b>	<b>\$ 15,317</b>	<b>\$ 15,317</b>	<b>\$ 15,317</b>	<b>\$ 6,690</b>	<b>\$ 22,007</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
5	Monterey One Water	Operations Manager	\$ 15,275	\$ 13,675	\$ 12,923	\$ 4,280	\$ 17,203	6/25/2023	unknown	unknown
6	Central Marin Sanitation Agency	N/C								
7	Napa Sanitation District	N/C								
8	North Tahoe Public Utility District	N/C								
9	Oro Loma Sanitary District	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 19,958	\$ 17,027	\$ 17,268	\$ 24,113
% Tahoe Truckee Sanitation Agency Above/Below	-30.3%	-11.2%	-12.7%	-9.6%
Median of Comparators	\$ 19,127	\$ 16,722	\$ 18,120	\$ 26,277
% Tahoe Truckee Sanitation Agency Above/Below	-24.9%	-9.2%	-18.3%	-19.4%
75th Percentile	\$ 21,615	\$ 18,302	\$ 18,800	\$ 26,651
% Tahoe Truckee Sanitation Agency Above/Below	-41.1%	-19.5%	-22.7%	-21.1%
Number of Matches	4	4	4	4

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Fairfield Suisun Sewer District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Operations Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Fairfield Suisun Sewer District	Operations Supervisor	\$ 14,458	\$ 12,738	\$ 14,147	\$ 5,808	\$ 19,955	4/5/2024	unknown	unknown
2	Delta Diablo Sanitation District	Operations Supervisor	\$ 14,719	\$ 12,777	\$ 13,529	\$ 5,838	\$ 19,367	7/9/2023	7/1/2024	2.00% - 5.00%
3	Union Sanitary District	Coach, Wastewater Operations	\$ 15,887	\$ 13,429	\$ 13,162	\$ 5,562	\$ 18,724	9/1/2023	9/1/2024	unknown
4	Silicon Valley Clean Water	Operations Supervisor	\$ 17,273	\$ 13,785	\$ 13,076	\$ 5,199	\$ 18,275	7/1/2023	unknown	unknown
5	Oro Loma Sanitary District <sup>1</sup>	[Plant Operator II/ Operations Manager]	\$ 14,615	\$ 12,417	\$ 13,060	\$ 5,420	\$ 18,480	6/26/2023	6/24/2024	2.00% - 5.00%
6	Napa Sanitation District	Operations Supervisor	\$ 13,789	\$ 12,478	\$ 12,755	\$ 4,494	\$ 17,249	7/8/2023	unknown	unknown
7	<b>Tahoe Truckee Sanitation</b>	<b>Operations Supervisor</b>	<b>\$ 11,243</b>	<b>\$ 11,243</b>	<b>\$ 11,243</b>	<b>\$ 4,918</b>	<b>\$ 16,161</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
8	Central Marin Sanitation Agency	Assistant Operations Supervisor	\$ 13,949	\$ 11,471	\$ 11,001	\$ 4,348	\$ 15,349	6/25/2024	unknown	unknown
9	South Tahoe Public Utility District <sup>2</sup>	[Chief Plant Operator/ Operations Supervisor]	\$ 10,692	\$ 10,058	\$ 10,810	\$ 4,360	\$ 15,170	10/4/2024	unknown	unknown
10	Monterey One Water	Operations Supervisor	\$ 12,665	\$ 11,338	\$ 10,715	\$ 3,882	\$ 14,597	6/25/2023	unknown	unknown
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 14,227	\$ 12,277	\$ 12,473	\$ 17,463
% Tahoe Truckee Sanitation Agency Above/Below	-26.5%	-9.2%	-10.9%	-8.1%
Median of Comparators	\$ 14,458	\$ 12,478	\$ 13,060	\$ 18,275
% Tahoe Truckee Sanitation Agency Above/Below	-28.6%	-11.0%	-16.2%	-13.1%
75th Percentile	\$ 14,719	\$ 12,777	\$ 13,162	\$ 18,724
% Tahoe Truckee Sanitation Agency Above/Below	-30.9%	-13.6%	-17.1%	-15.9%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Operations Supervisor	Assistant Operations Supervisor	Operations Supervisor	Operations Supervisor	Operations Supervisor	Operations Supervisor	N/C	[Plant Operator II/ Operations Manager]	Operations Supervisor	[Chief Plant Operator/ Operations Supervisor]	N/C	N/C	Coach, Wastewater Operations
	Adjusted Cost of Living Top Monthly Salary	\$ 11,243	\$ 11,001	\$ 13,529	\$ 14,147	\$ 10,715	\$ 12,755		\$ 13,060	\$ 13,076	\$ 10,810			\$ 13,162
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62		2%@60	2%@62	2%@62			2%@62
	Employee Cost Share					\$ -23								
	Social Security			\$ 839	\$ 871						\$ 670			
	Deferred Compensation			\$ 541	\$ 266		\$ 100		\$ 888	\$ 385				\$ 350
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,657	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656	\$ 2,538	\$ 2,389			\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167		\$ 150	\$ 193	\$ 154			\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26		\$ 13	\$ 22	\$ 24			\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 649	\$ 635	\$ 833	\$ 816	\$ 618	\$ 736		\$ 753	\$ 1,006	\$ 624			\$ 759
	Holidays	\$ 562	\$ 550	\$ 728	\$ 762	\$ 649	\$ 638		\$ 804	\$ 704	\$ 499			\$ 709
	Admin Leave		\$ 212		\$ 163	\$ 206	\$ 172			\$ 352				\$ 405
Allow	Auto													
Benefit Package Total		\$ 4,918	\$ 4,348	\$ 5,838	\$ 5,808	\$ 3,882	\$ 4,494	\$ 0	\$ 5,420	\$ 5,199	\$ 4,360	\$ 0	\$ 0	\$ 5,562

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Operations Supervisor**

			Top Monthly Salary							
Rank	Comparator Agency	Classification Title	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
1	Fairfield Suisun Sewer District	Operations Supervisor	\$ 14,458	\$ 12,738	\$ 14,147	\$ 5,808	\$ 19,955	4/5/2024	unknown	unknown
2	Delta Diablo Sanitation District	Operations Supervisor	\$ 14,719	\$ 12,777	\$ 13,529	\$ 5,838	\$ 19,367	7/9/2023	7/1/2024	2.00% - 5.00%
3	Union Sanitary District	Coach, Wastewater Operations	\$ 15,887	\$ 13,429	\$ 13,162	\$ 5,562	\$ 18,724	9/1/2023	9/1/2024	unknown
4	Oro Loma Sanitary District <sup>1</sup>	[Plant Operator II/ Operations Manager]	\$ 14,615	\$ 12,417	\$ 13,060	\$ 5,420	\$ 18,480	6/26/2023	6/24/2024	2.00% - 5.00%
5	Silicon Valley Clean Water	Operations Supervisor	\$ 17,273	\$ 13,785	\$ 13,076	\$ 5,199	\$ 18,275	7/1/2023	unknown	unknown
6	Napa Sanitation District	Operations Supervisor	\$ 13,789	\$ 12,478	\$ 12,755	\$ 4,494	\$ 17,249	7/8/2023	unknown	unknown
7	Tahoe Truckee Sanitation	Operations Supervisor	\$ 11,243	\$ 11,243	\$ 11,243	\$ 4,918	\$ 16,161	9/20/2023	7/1/2024	3.23%
8	Central Marin Sanitation Agency	Assistant Operations Supervisor	\$ 13,949	\$ 11,471	\$ 11,001	\$ 4,348	\$ 15,349	6/25/2024	unknown	unknown
9	South Tahoe Public Utility District <sup>2</sup>	[Chief Plant Operator/ Operations Supervisor]	\$ 10,692	\$ 10,058	\$ 10,810	\$ 4,360	\$ 15,170	10/4/2024	unknown	unknown
10	Monterey One Water	Operations Supervisor	\$ 12,665	\$ 11,338	\$ 10,715	\$ 3,882	\$ 14,597	6/25/2023	unknown	unknown
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 14,227	\$ 12,277	\$ 12,473	\$ 17,463
% Tahoe Truckee Sanitation Agency Above/Below	-26.5%	-9.2%	-10.9%	-8.1%
Median of Comparators	\$ 14,458	\$ 12,478	\$ 13,060	\$ 18,275
% Tahoe Truckee Sanitation Agency Above/Below	-28.6%	-11.0%	-16.2%	-13.1%
75th Percentile	\$ 14,719	\$ 12,777	\$ 13,162	\$ 18,724
% Tahoe Truckee Sanitation Agency Above/Below	-30.9%	-13.6%	-17.1%	-15.9%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Operator II**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Fairfield Suisun Sewer District <sup>1</sup>	[Wastewater Plant Operator/Wastewater Plant Operator Lead]	\$ 10,344	\$ 9,113	\$ 10,121	\$ 5,069	\$ 15,190	4/5/2024	unknown	unknown
2	Oro Loma Sanitary District <sup>2</sup>	[Plant Operator I/ Plant Operator II]	\$ 10,934	\$ 9,290	\$ 9,771	\$ 4,234	\$ 14,005	6/26/2023	6/24/2024	2.00% - 5.00%
3	Delta Diablo Sanitation District	Wastewater Treatment Plant Operator - Grade II	\$ 10,324	\$ 8,962	\$ 9,489	\$ 4,960	\$ 14,449	7/9/2023	unknown	4.00%
4	Union Sanitary District	Plant Operator II	\$ 10,949	\$ 9,256	\$ 9,072	\$ 4,436	\$ 13,508	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
5	Napa Sanitation District	Operator II	\$ 9,660	\$ 8,742	\$ 8,936	\$ 4,032	\$ 12,968	7/8/2023	unknown	unknown
6	Silicon Valley Clean Water <sup>3</sup>	[Operator/ Senior Operator]	\$ 11,596	\$ 9,255	\$ 8,778	\$ 4,025	\$ 12,803	7/1/2023	7/1/2024	4.50%
7	Monterey One Water	Operator II	\$ 10,007	\$ 8,958	\$ 8,466	\$ 3,415	\$ 11,881	6/25/2023	unknown	unknown
8	Central Marin Sanitation Agency	Operator II	\$ 10,192	\$ 8,382	\$ 8,038	\$ 3,816	\$ 11,854	6/25/2023	6/23/2024	CPI
9	South Tahoe Public Utility District <sup>4</sup>	[Operator III/ Operator I]	\$ 7,498	\$ 7,054	\$ 7,582	\$ 3,825	\$ 11,407	10/4/2024	unknown	unknown
10	Tahoe Truckee Sanitation	Operator II	\$ 7,544	\$ 7,544	\$ 7,544	\$ 4,520	\$ 12,064	9/20/2023	7/1/2024	3.23%
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 10,167	\$ 8,779	\$ 8,917	\$ 13,118
% Tahoe Truckee Sanitation Agency Above/Below	-34.8%	-16.4%	-18.2%	-8.7%
Median of Comparators	\$ 10,324	\$ 8,962	\$ 8,936	\$ 12,968
% Tahoe Truckee Sanitation Agency Above/Below	-36.9%	-18.8%	-18.5%	-7.5%
75th Percentile	\$ 10,934	\$ 9,255	\$ 9,489	\$ 14,005
% Tahoe Truckee Sanitation Agency Above/Below	-44.9%	-22.7%	-25.8%	-16.1%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Fairfield Suisun Sewer District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

4 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Operator II	Operator II	Wastewater Treatment Plant Operator - Grade II	[Wastewater Plant Operator/Waste water Plant Operator Lead]	Operator II	Operator II	N/C	[Plant Operator I/ Plant Operator II]	[Operator/ Senior Operator]	[Operator III/ Operator I]	N/C	N/C	Plant Operator II
	Adjusted Cost of Living Top Monthly Salary	\$ 7,544	\$ 8,038	\$ 9,489	\$ 10,121	\$ 8,466	\$ 8,936		\$ 9,771	\$ 8,778	\$ 7,582			\$ 9,072
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62		2%@60	2%@62	2%@62			2%@62
	Employee Cost Share					\$ -18								
	Social Security			\$ 588	\$ 628						\$ 470			
	Deferred Compensation			\$ 380	\$ 266		\$ 100		\$ 94	\$ 192				\$ 42
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,656	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656	\$ 2,538	\$ 2,389			\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167		\$ 150	\$ 193	\$ 154			\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26		\$ 13	\$ 22	\$ 24			\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 435	\$ 464	\$ 584	\$ 584	\$ 488	\$ 516		\$ 564	\$ 506	\$ 437			\$ 523
	Holidays	\$ 377	\$ 402	\$ 511	\$ 545	\$ 513	\$ 447		\$ 601	\$ 473	\$ 350			\$ 532
	Admin Leave				\$ 117		\$ 120			\$ 101				
Allow	Auto													
Benefit Package Total		\$ 4,520	\$ 3,816	\$ 4,960	\$ 5,069	\$ 3,415	\$ 4,032	\$ 0	\$ 4,234	\$ 4,025	\$ 3,825	\$ 0	\$ 0	\$ 4,436



**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Operator II**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Fairfield Suisun Sewer District <sup>1</sup>	[Wastewater Plant Operator/Wastewater Plant Operator Lead]	\$ 10,344	\$ 9,113	\$ 10,121	\$ 5,069	\$ 15,190	4/5/2024	unknown	unknown
2	Delta Diablo Sanitation District	Wastewater Treatment Plant Operator - Grade II	\$ 10,324	\$ 8,962	\$ 9,489	\$ 4,960	\$ 14,449	7/9/2023	unknown	4.00%
3	Oro Loma Sanitary District <sup>2</sup>	[Plant Operator I/ Plant Operator II]	\$ 10,934	\$ 9,290	\$ 9,771	\$ 4,234	\$ 14,005	6/26/2023	6/24/2024	2.00% - 5.00%
4	Union Sanitary District	Plant Operator II	\$ 10,949	\$ 9,256	\$ 9,072	\$ 4,436	\$ 13,508	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
5	Napa Sanitation District	Operator II	\$ 9,660	\$ 8,742	\$ 8,936	\$ 4,032	\$ 12,968	7/8/2023	unknown	unknown
6	Silicon Valley Clean Water <sup>3</sup>	[Operator/ Senior Operator]	\$ 11,596	\$ 9,255	\$ 8,778	\$ 4,025	\$ 12,803	7/1/2023	7/1/2024	4.50%
7	<b>Tahoe Truckee Sanitation</b>	<b>Operator II</b>	<b>\$ 7,544</b>	<b>\$ 7,544</b>	<b>\$ 7,544</b>	<b>\$ 4,520</b>	<b>\$ 12,064</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
8	Monterey One Water	Operator II	\$ 10,007	\$ 8,958	\$ 8,466	\$ 3,415	\$ 11,881	6/25/2023	unknown	unknown
9	Central Marin Sanitation Agency	Operator II	\$ 10,192	\$ 8,382	\$ 8,038	\$ 3,816	\$ 11,854	6/25/2023	6/23/2024	CPI
10	South Tahoe Public Utility District <sup>4</sup>	[Operator III/ Operator I]	\$ 7,498	\$ 7,054	\$ 7,582	\$ 3,825	\$ 11,407	10/4/2024	unknown	unknown
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 10,167	\$ 8,779	\$ 8,917	\$ 13,118
% Tahoe Truckee Sanitation Agency Above/Below	-34.8%	-16.4%	-18.2%	-8.7%
Median of Comparators	\$ 10,324	\$ 8,962	\$ 8,936	\$ 12,968
% Tahoe Truckee Sanitation Agency Above/Below	-36.9%	-18.8%	-18.5%	-7.5%
75th Percentile	\$ 10,934	\$ 9,255	\$ 9,489	\$ 14,005
% Tahoe Truckee Sanitation Agency Above/Below	-44.9%	-22.7%	-25.8%	-16.1%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Fairfield Suisun Sewer District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

4 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Operator III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary					Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Benefits Package*	Total Monthly Comp*			
1	Fairfield Suisun Sewer District	Wastewater Plant Operator Lead	\$ 11,797	\$ 10,394	\$ 11,543	\$ 5,332	\$ 16,875	4/5/2024	unknown	unknown
2	Oro Loma Sanitary District	Plant Operator II	\$ 11,929	\$ 10,135	\$ 10,660	\$ 4,342	\$ 15,002	6/26/2023	6/24/2024	2.00% - 5.00%
3	Union Sanitary District	Plant Operator III	\$ 12,726	\$ 10,758	\$ 10,544	\$ 4,608	\$ 15,152	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
4	Delta Diablo Sanitation District	Wastewater Treatment Plant Operator - Grade III	\$ 11,357	\$ 9,858	\$ 10,438	\$ 5,167	\$ 15,605	7/9/2023	unknown	4.00%
5	Napa Sanitation District	Operator III	\$ 10,669	\$ 9,655	\$ 9,869	\$ 4,145	\$ 14,014	7/8/2023	unknown	unknown
6	Monterey One Water	Operator III	\$ 10,514	\$ 9,413	\$ 8,895	\$ 3,464	\$ 12,359	6/25/2023	unknown	unknown
7	Central Marin Sanitation Agency	Operator III	\$ 11,237	\$ 9,241	\$ 8,862	\$ 3,905	\$ 12,767	6/25/2023	6/23/2024	CPI
8	South Tahoe Public Utility District <sup>1</sup>	Operator III	\$ 8,372	\$ 7,876	\$ 8,465	\$ 3,971	\$ 12,436	10/4/2024	unknown	unknown
9	Tahoe Truckee Sanitation	Operator III	\$ 8,335	\$ 8,335	\$ 8,335	\$ 4,605	\$ 12,940	9/20/2023	7/1/2024	3.23%
10	North Tahoe Public Utility District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 11,075	\$ 9,666	\$ 9,910	\$ 14,276
% Tahoe Truckee Sanitation Agency Above/Below	-32.9%	-16.0%	-18.9%	-10.3%
Median of Comparators	\$ 11,297	\$ 9,757	\$ 10,154	\$ 14,508
% Tahoe Truckee Sanitation Agency Above/Below	-35.5%	-17.1%	-21.8%	-12.1%
75th Percentile	\$ 11,830	\$ 10,200	\$ 10,573	\$ 15,265
% Tahoe Truckee Sanitation Agency Above/Below	-41.9%	-22.4%	-26.9%	-18.0%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Operator III	Operator III	Wastewater Treatment Plant Operator - Grade III	Wastewater Plant Operator Lead	Operator III	Operator III	N/C	Plant Operator II	N/C	Operator III	N/C	N/C	Plant Operator III
	Adjusted Cost of Living Top Monthly Salary	\$ 8,335	\$ 8,862	\$ 10,438	\$ 11,543	\$ 8,895	\$ 9,869		\$ 10,660		\$ 8,465			\$ 10,544
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62		2%@60		2%@62			2%@62
	Employee Cost Share					\$ -19								
	Social Security			\$ 647	\$ 716						\$ 525			
	Deferred Compensation			\$ 418	\$ 266		\$ 100		\$ 97					\$ 42
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,656	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656		\$ 2,389			\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167		\$ 150		\$ 154			\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26		\$ 13		\$ 24			\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 481	\$ 511	\$ 642	\$ 666	\$ 513	\$ 569		\$ 615		\$ 488			\$ 608
	Holidays	\$ 417	\$ 443	\$ 562	\$ 622	\$ 539	\$ 493		\$ 656		\$ 391			\$ 618
	Admin Leave				\$ 133		\$ 133							
Allow	Auto													
Benefit Package Total		\$ 4,605	\$ 3,905	\$ 5,167	\$ 5,332	\$ 3,464	\$ 4,145	\$ 0	\$ 4,342	\$ 0	\$ 3,971	\$ 0	\$ 0	\$ 4,608

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Operator III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary					Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Benefits Package*	Total Monthly Comp*			
1	Fairfield Suisun Sewer District	Wastewater Plant Operator Lead	\$ 11,797	\$ 10,394	\$ 11,543	\$ 5,332	\$ 16,875	4/5/2024	unknown	unknown
2	Delta Diablo Sanitation District	Wastewater Treatment Plant Operator - Grade III	\$ 11,357	\$ 9,858	\$ 10,438	\$ 5,167	\$ 15,605	7/9/2023	unknown	4.00%
3	Union Sanitary District	Plant Operator III	\$ 12,726	\$ 10,758	\$ 10,544	\$ 4,608	\$ 15,152	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
4	Oro Loma Sanitary District	Plant Operator II	\$ 11,929	\$ 10,135	\$ 10,660	\$ 4,342	\$ 15,002	6/26/2023	6/24/2024	2.00% - 5.00%
5	Napa Sanitation District	Operator III	\$ 10,669	\$ 9,655	\$ 9,869	\$ 4,145	\$ 14,014	7/8/2023	unknown	unknown
6	Tahoe Truckee Sanitation	Operator III	\$ 8,335	\$ 8,335	\$ 8,335	\$ 4,605	\$ 12,940	9/20/2023	7/1/2024	3.23%
7	Central Marin Sanitation Agency	Operator III	\$ 11,237	\$ 9,241	\$ 8,862	\$ 3,905	\$ 12,767	6/25/2023	6/23/2024	CPI
8	South Tahoe Public Utility District <sup>1</sup>	Operator III	\$ 8,372	\$ 7,876	\$ 8,465	\$ 3,971	\$ 12,436	10/4/2024	unknown	unknown
9	Monterey One Water	Operator III	\$ 10,514	\$ 9,413	\$ 8,895	\$ 3,464	\$ 12,359	6/25/2023	unknown	unknown
10	North Tahoe Public Utility District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 11,075	\$ 9,666	\$ 9,910	\$ 14,276
% Tahoe Truckee Sanitation Agency Above/Below	-32.9%	-16.0%	-18.9%	-10.3%
Median of Comparators	\$ 11,297	\$ 9,757	\$ 10,154	\$ 14,508
% Tahoe Truckee Sanitation Agency Above/Below	-35.5%	-17.1%	-21.8%	-12.1%
75th Percentile	\$ 11,830	\$ 10,200	\$ 10,573	\$ 15,265
% Tahoe Truckee Sanitation Agency Above/Below	-41.9%	-22.4%	-26.9%	-18.0%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Purchasing Agent II**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Silicon Valley Clean Water <sup>1</sup>	[Office Assistant/ Procurement Specialist]	\$ 9,196	\$ 7,339	\$ 6,962	\$ 3,802	\$ 10,764	7/1/2023	unknown	unknown
2	North Tahoe Public Utility District	Purchasing Technician	\$ 6,861	\$ 7,051	\$ 6,867	\$ 4,257	\$ 11,124	7/9/2023	7/1/2024	2.50% - 4.00%
3	<b>Tahoe Truckee Sanitation</b>	<b>Purchasing Agent II</b>	<b>\$ 6,496</b>	<b>\$ 6,496</b>	<b>\$ 6,496</b>	<b>\$ 4,407</b>	<b>\$ 10,903</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
4	Central Marin Sanitation Agency	N/C								
5	Delta Diablo Sanitation District	N/C								
6	Fairfield Suisun Sewer District	N/C								
7	Monterey One Water	N/C								
8	Napa Sanitation District	N/C								
9	Oro Loma Sanitary District	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Number of Matches	2	2	2	2

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Purchasing Agent II	N/C	N/C	N/C	N/C	N/C	Purchasing Technician	N/C	[Office Assistant/ Procurement Specialist]	N/C	N/C	N/C	N/C
	Adjusted Cost of Living Top Monthly Salary	\$ 6,496						\$ 6,867		\$ 6,962				
Retirement	PEPRA	2%@62						2%@62		2%@62				
	Employee Cost Share													
	Social Security							\$ 426						
	Deferred Compensation									\$ 192				
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417						\$ 2,637		\$ 2,538				
	Dental	\$ 207						\$ 135		\$ 193				
	Vision							\$ 55		\$ 22				
	Other Ins.	\$ 83						\$ 292						
Leaves	Vacation	\$ 375						\$ 396		\$ 402				
	Holidays	\$ 325						\$ 317		\$ 375				
	Admin Leave									\$ 80				
Allow	Auto													
Benefit Package Total		\$ 4,407	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 4,257	\$ 0	\$ 3,802	\$ 0	\$ 0	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Purchasing Agent II**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	North Tahoe Public Utility District	Purchasing Technician	\$ 6,861	\$ 7,051	\$ 6,867	\$ 4,257	\$ 11,124	7/9/2023	7/1/2024	2.50% - 4.00%
2	Tahoe Truckee Sanitation	Purchasing Agent II	\$ 6,496	\$ 6,496	\$ 6,496	\$ 4,407	\$ 10,903	9/20/2023	7/1/2024	3.23%
3	Silicon Valley Clean Water <sup>1</sup>	[Office Assistant/ Procurement Specialist]	\$ 9,196	\$ 7,339	\$ 6,962	\$ 3,802	\$ 10,764	7/1/2023	unknown	unknown
4	Central Marin Sanitation Agency	N/C								
5	Delta Diablo Sanitation District	N/C								
6	Fairfield Suisun Sewer District	N/C								
7	Monterey One Water	N/C								
8	Napa Sanitation District	N/C								
9	Oro Loma Sanitary District	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Number of Matches	2	2	2	2

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Safety and Compliance Officer (Safety Officer)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary				Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*						
1	Silicon Valley Clean Water	Health and Safety Director	\$ 19,832	\$ 15,828	\$ 15,013		\$ 5,505	\$ 20,518	7/1/2023	unknown	unknown
2	Delta Diablo Sanitation District	Safety Manager	\$ 13,749	\$ 11,935	\$ 12,637		\$ 5,888	\$ 18,525	7/9/2023	7/1/2024	2.00% - 5.00%
3	<b>Tahoe Truckee Sanitation</b>	<b>Safety and Compliance Officer (Safety Officer)</b>	<b>\$ 11,243</b>	<b>\$ 11,243</b>	<b>\$ 11,243</b>		<b>\$ 4,918</b>	<b>\$ 16,161</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
4	Monterey One Water	Safety Officer	\$ 12,808	\$ 11,467	\$ 10,836		\$ 3,898	\$ 14,734	6/25/2023	unknown	unknown
5	Oro Loma Sanitary District	Safety and Special Programs Administrator	\$ 11,803	\$ 10,028	\$ 10,548		\$ 4,329	\$ 14,877	6/26/2023	6/24/2024	2.00% - 5.00%
6	Central Marin Sanitation Agency	Senior Safety Specialist	\$ 12,395	\$ 10,193	\$ 9,775		\$ 4,380	\$ 14,155	6/25/2023	unknown	unknown
7	Fairfield Suisun Sewer District	N/C									
8	Napa Sanitation District	N/C									
9	North Tahoe Public Utility District	N/C									
10	South Tahoe Public Utility District	N/C									
11	Tahoe City Public Utility District	N/C									
12	Truckee Sanitary District	N/C									
13	Union Sanitary District	N/C									

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 14,117	\$ 11,890	\$ 11,762	\$ 16,562
% Tahoe Truckee Sanitation Agency Above/Below	-25.6%	-5.8%	-4.6%	-2.5%
Median of Comparators	\$ 12,808	\$ 11,467	\$ 10,836	\$ 14,877
% Tahoe Truckee Sanitation Agency Above/Below	-13.9%	-2.0%	3.6%	7.9%
75th Percentile	\$ 13,749	\$ 11,935	\$ 12,637	\$ 18,525
% Tahoe Truckee Sanitation Agency Above/Below	-22.3%	-6.2%	-12.4%	-14.6%
Number of Matches	5	5	5	5

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator



Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Safety and Compliance Officer (Safety Officer)	Senior Safety Specialist	Safety Manager	N/C	Safety Officer	N/C	N/C	Safety and Special Programs Administrator	Health and Safety Director	N/C	N/C	N/C	N/C
	Adjusted Cost of Living Top Monthly Salary	\$ 11,243	\$ 9,775	\$ 12,637		\$ 10,836			\$ 10,548	\$ 15,013				
Retirement	PEPRA	2%@62	2%@62	2%@62		2%@62			2%@60	2%@62				
	Employee Cost Share					\$ -23								
	Social Security			\$ 783										
	Deferred Compensation			\$ 505					\$ 96	\$ 385				
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,657	\$ 2,656		\$ 2,431			\$ 2,656	\$ 2,538				
	Dental	\$ 207	\$ 250	\$ 211					\$ 150	\$ 193				
	Vision		\$ 45	\$ 31					\$ 13	\$ 22				
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 649	\$ 564	\$ 778		\$ 625			\$ 609	\$ 1,155				
	Holidays	\$ 562	\$ 489	\$ 680		\$ 656			\$ 649	\$ 808				
	Admin Leave		\$ 376	\$ 243		\$ 208				\$ 404				
Allow	Auto													
Benefit Package Total		\$ 4,918	\$ 4,380	\$ 5,888	\$ 0	\$ 3,898	\$ 0	\$ 0	\$ 4,329	\$ 5,505	\$ 0	\$ 0	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Safety and Compliance Officer (Safety Officer)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary				Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*						
1	Silicon Valley Clean Water	Health and Safety Director	\$ 19,832	\$ 15,828	\$ 15,013		\$ 5,505	\$ 20,518	7/1/2023	unknown	unknown
2	Delta Diablo Sanitation District	Safety Manager	\$ 13,749	\$ 11,935	\$ 12,637		\$ 5,888	\$ 18,525	7/9/2023	7/1/2024	2.00% - 5.00%
3	<b>Tahoe Truckee Sanitation</b>	<b>Safety and Compliance Officer (Safety Officer)</b>	<b>\$ 11,243</b>	<b>\$ 11,243</b>	<b>\$ 11,243</b>		<b>\$ 4,918</b>	<b>\$ 16,161</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
4	Oro Loma Sanitary District	Safety and Special Programs Administrator	\$ 11,803	\$ 10,028	\$ 10,548		\$ 4,329	\$ 14,877	6/26/2023	6/24/2024	2.00% - 5.00%
5	Monterey One Water	Safety Officer	\$ 12,808	\$ 11,467	\$ 10,836		\$ 3,898	\$ 14,734	6/25/2023	unknown	unknown
6	Central Marin Sanitation Agency	Senior Safety Specialist	\$ 12,395	\$ 10,193	\$ 9,775		\$ 4,380	\$ 14,155	6/25/2023	unknown	unknown
7	Fairfield Suisun Sewer District	N/C									
8	Napa Sanitation District	N/C									
9	North Tahoe Public Utility District	N/C									
10	South Tahoe Public Utility District	N/C									
11	Tahoe City Public Utility District	N/C									
12	Truckee Sanitary District	N/C									
13	Union Sanitary District	N/C									

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 14,117	\$ 11,890	\$ 11,762	\$ 16,562
% Tahoe Truckee Sanitation Agency Above/Below	-25.6%	-5.8%	-4.6%	-2.5%
Median of Comparators	\$ 12,808	\$ 11,467	\$ 10,836	\$ 14,877
% Tahoe Truckee Sanitation Agency Above/Below	-13.9%	-2.0%	3.6%	7.9%
75th Percentile	\$ 13,749	\$ 11,935	\$ 12,637	\$ 18,525
% Tahoe Truckee Sanitation Agency Above/Below	-22.3%	-6.2%	-12.4%	-14.6%
Number of Matches	5	5	5	5

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**SCADA Specialist II (new class)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Tahoe Truckee Sanitation	SCADA Specialist II (new class)	proposed							
2	Monterey One Water	Controls Systems Programmer	\$ 12,740	\$ 11,406	\$ 10,778	\$ 3,683	\$ 14,461	6/25/2023	unknown	unknown
3	Delta Diablo Sanitation District	Control Systems Specialist	\$ 11,665	\$ 10,126	\$ 10,721	\$ 5,228	\$ 15,949	7/9/2023	unknown	4.00%
4	Central Marin Sanitation Agency	N/C								
5	Fairfield Suisun Sewer District	N/C								
6	Napa Sanitation District	N/C								
7	North Tahoe Public Utility District	N/C								
8	Oro Loma Sanitary District	N/C								
9	Silicon Valley Clean Water	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Number of Matches	2	2	2	2

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		SCADA Specialist II (new class)	N/C	Control Systems Specialist	N/C	Controls Systems Programmer	N/C	N/C	N/C	N/C	N/C	N/C	N/C	N/C
	Adjusted Cost of Living Top Monthly Salary	proposed		\$ 10,721		\$ 10,778								
Retirement	PEPRA			2%@62		2%@62								
	Employee Cost Share					\$ -23								
	Social Security			\$ 665										
	Deferred Compensation			\$ 429										
	Other Ret.													
Insurance	Cafeteria													
	Health			\$ 2,656		\$ 2,431								
	Dental			\$ 211										
	Vision			\$ 31										
	Other Ins.													
Leaves	Vacation			\$ 660		\$ 622								
	Holidays			\$ 577		\$ 653								
	Admin Leave													
Allow	Auto													
Benefit Package Total		\$ 0	\$ 0	\$ 5,228	\$ 0	\$ 3,683	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**SCADA Specialist II (new class)**

SCADA Specialist II (new class)			Top Monthly Salary							
Rank	Comparator Agency	Classification Title	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
1	Tahoe Truckee Sanitation	SCADA Specialist II (new class)	proposed							
2	Delta Diablo Sanitation District	Control Systems Specialist	\$ 11,665	\$ 10,126	\$ 10,721	\$ 5,228	\$ 15,949	7/9/2023	unknown	4.00%
3	Monterey One Water	Controls Systems Programmer	\$ 12,740	\$ 11,406	\$ 10,778	\$ 3,683	\$ 14,461	6/25/2023	unknown	unknown
4	Central Marin Sanitation Agency	N/C								
5	Fairfield Suisun Sewer District	N/C								
6	Napa Sanitation District	N/C								
7	North Tahoe Public Utility District	N/C								
8	Oro Loma Sanitary District	N/C								
9	Silicon Valley Clean Water	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Number of Matches	2	2	2	2

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Senior Engineer**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Fairfield Suisun Sewer District	Senior Engineer	\$ 17,373	\$ 15,307	\$ 16,999	\$ 8,652	\$ 25,651	4/5/2024	unknown	unknown
2	Delta Diablo Sanitation District <sup>1</sup>	[Associate Engineer/ Senior Engineer]	\$ 16,979	\$ 14,739	\$ 15,606	\$ 6,994	\$ 22,600	7/9/2023	7/1/2024	2.00% - 5.00%
3	Tahoe City Public Utility District	Senior Civil Engineer	\$ 14,778	\$ 15,188	\$ 14,793	\$ 6,113	\$ 20,906	1/1/2024	unknown	unknown
4	Truckee Sanitary District	Senior Engineer	\$ 14,723	\$ 14,723	\$ 14,723	\$ 4,900	\$ 19,623	12/29/2023	unknown	unknown
5	North Tahoe Public Utility District <sup>3</sup>	[Project Engineer and Construction Manager/ Senior Engineer]	\$ 14,479	\$ 14,880	\$ 14,493	\$ 6,329	\$ 20,822	7/9/2023	7/1/2024	2.50% - 4.00%
6	Oro Loma Sanitary District	Senior Engineer	\$ 15,870	\$ 13,484	\$ 14,183	\$ 4,774	\$ 18,957	6/26/2023	6/24/2024	2.00% - 5.00%
7	<b>Tahoe Truckee Sanitation</b>	<b>Senior Engineer</b>	<b>\$ 14,072</b>	<b>\$ 14,072</b>	<b>\$ 14,072</b>	<b>\$ 6,034</b>	<b>\$ 20,106</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
8	Monterey One Water	Principal Engineer	\$ 16,308	\$ 14,600	\$ 13,797	\$ 4,299	\$ 18,096	6/25/2023	unknown	unknown
9	Central Marin Sanitation Agency	Senior Engineer	\$ 17,359	\$ 14,275	\$ 13,690	\$ 4,953	\$ 18,643	6/25/2023	unknown	unknown
10	Union Sanitary District <sup>6</sup>	[Senior Engineer/ Principal Engineer]	\$ 16,387	\$ 13,852	\$ 13,577	\$ 5,369	\$ 18,946	9/1/2023	9/1/2024	unknown
11	Napa Sanitation District <sup>2</sup>	[Associate Engineer/ Senior Engineer]	\$ 14,622	\$ 13,232	\$ 13,526	\$ 5,206	\$ 18,732	7/8/2023	unknown	unknown
12	South Tahoe Public Utility District <sup>5</sup>	Senior Engineer	\$ 13,346	\$ 12,555	\$ 13,494	\$ 4,805	\$ 18,299	10/4/2024	unknown	unknown
13	Silicon Valley Clean Water <sup>4</sup>	[CIP Manager/ Engineer]	\$ 16,827	\$ 13,429	\$ 12,738	\$ 4,513	\$ 17,251	7/1/2023	unknown	unknown

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 15,754	\$ 14,189	\$ 14,302	\$ 19,877
% Tahoe Truckee Sanitation Agency Above/Below	-12.0%	-0.8%	-1.6%	1.1%
Median of Comparators	\$ 16,089	\$ 14,438	\$ 13,990	\$ 18,951
% Tahoe Truckee Sanitation Agency Above/Below	-14.3%	-2.6%	0.6%	5.7%
75th Percentile	\$ 16,865	\$ 14,774	\$ 14,741	\$ 20,843
% Tahoe Truckee Sanitation Agency Above/Below	-19.8%	-5.0%	-4.8%	-3.7%
Number of Matches	12	12	12	12

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Napa Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - North Tahoe Public Utility District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.

4 - Silicon Valley Clean Water: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.

5 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

6 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Senior Engineer	Senior Engineer	[Associate Engineer/ Senior Engineer]	Senior Engineer	Principal Engineer	[Associate Engineer/ Senior Engineer]	[Project Engineer and Construction Manager/ Senior Engineer]	Senior Engineer	[CIP Manager/ Engineer]	Senior Engineer	Senior Civil Engineer	Senior Engineer	[Senior Engineer/ Principal Engineer]
Adjusted Cost of Living Top Monthly Salary		\$ 14,072	\$ 13,690	\$ 15,606	\$ 16,999	\$ 13,797	\$ 13,526	\$ 14,493	\$ 14,183	\$ 12,738	\$ 13,494	\$ 14,793	\$ 14,723	\$ 13,577
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62	2%@60	2%@62	2%@62	2%@62	2%@62	2%@62
	Employee Cost Share					\$ -29								
	Social Security			\$ 871	\$ 871			\$ 871			\$ 837	\$ 871	\$ 871	
	Deferred Compensation			\$ 624	\$ 1,530		\$ 250		\$ 108	\$ 192		\$ 296		\$ 254
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,657	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656	\$ 2,637	\$ 2,656	\$ 2,538	\$ 2,389	\$ 2,379	\$ 2,379	\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167	\$ 135	\$ 150	\$ 193	\$ 154	\$ 125	\$ 178	\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26	\$ 55	\$ 13	\$ 22	\$ 24	\$ 42		\$ 22
	Other Ins.	\$ 83						\$ 292				\$ 125		
Leaves	Vacation	\$ 1,624	\$ 790	\$ 960	\$ 981	\$ 796	\$ 780	\$ 892	\$ 818	\$ 735	\$ 779	\$ 1,252	\$ 906	\$ 783
	Holidays	\$ 704	\$ 685	\$ 840	\$ 915	\$ 836	\$ 676	\$ 669	\$ 873	\$ 686	\$ 623	\$ 740	\$ 566	\$ 731
	Admin Leave		\$ 527	\$ 300	\$ 1,426	\$ 265	\$ 650	\$ 279		\$ 147		\$ 284		\$ 261
Allow	Auto			\$ 500				\$ 500						
Benefit Package Total		\$ 6,034	\$ 4,953	\$ 6,994	\$ 8,652	\$ 4,299	\$ 5,206	\$ 6,329	\$ 4,774	\$ 4,513	\$ 4,805	\$ 6,113	\$ 4,900	\$ 5,369

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Senior Engineer**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Fairfield Suisun Sewer District	Senior Engineer	\$ 17,373	\$ 15,307	\$ 16,999	\$ 8,652	\$ 25,651	4/5/2024	unknown	unknown
2	Delta Diablo Sanitation District <sup>1</sup>	[Associate Engineer/ Senior Engineer]	\$ 16,979	\$ 14,739	\$ 15,606	\$ 6,994	\$ 22,600	7/9/2023	7/1/2024	2.00% - 5.00%
3	Tahoe City Public Utility District	Senior Civil Engineer	\$ 14,778	\$ 15,188	\$ 14,793	\$ 6,113	\$ 20,906	1/1/2024	unknown	unknown
4	North Tahoe Public Utility District <sup>3</sup>	[Project Engineer and Construction Manager/ Senior Engineer]	\$ 14,479	\$ 14,880	\$ 14,493	\$ 6,329	\$ 20,822	7/9/2023	7/1/2024	2.50% - 4.00%
5	<b>Tahoe Truckee Sanitation</b>	<b>Senior Engineer</b>	<b>\$ 14,072</b>	<b>\$ 14,072</b>	<b>\$ 14,072</b>	<b>\$ 6,034</b>	<b>\$ 20,106</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
6	Truckee Sanitary District	Senior Engineer	\$ 14,723	\$ 14,723	\$ 14,723	\$ 4,900	\$ 19,623	12/29/2023	unknown	unknown
7	Oro Loma Sanitary District	Senior Engineer	\$ 15,870	\$ 13,484	\$ 14,183	\$ 4,774	\$ 18,957	6/26/2023	6/24/2024	2.00% - 5.00%
8	Union Sanitary District <sup>6</sup>	[Senior Engineer/ Principal Engineer]	\$ 16,387	\$ 13,852	\$ 13,577	\$ 5,369	\$ 18,946	9/1/2023	9/1/2024	unknown
9	Napa Sanitation District <sup>2</sup>	[Associate Engineer/ Senior Engineer]	\$ 14,622	\$ 13,232	\$ 13,526	\$ 5,206	\$ 18,732	7/8/2023	unknown	unknown
10	Central Marin Sanitation Agency	Senior Engineer	\$ 17,359	\$ 14,275	\$ 13,690	\$ 4,953	\$ 18,643	6/25/2023	unknown	unknown
11	South Tahoe Public Utility District <sup>5</sup>	Senior Engineer	\$ 13,346	\$ 12,555	\$ 13,494	\$ 4,805	\$ 18,299	10/4/2024	unknown	unknown
12	Monterey One Water	Principal Engineer	\$ 16,308	\$ 14,600	\$ 13,797	\$ 4,299	\$ 18,096	6/25/2023	unknown	unknown
13	Silicon Valley Clean Water <sup>4</sup>	[CIP Manager/ Engineer]	\$ 16,827	\$ 13,429	\$ 12,738	\$ 4,513	\$ 17,251	7/1/2023	unknown	unknown

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 15,754	\$ 14,189	\$ 14,302	\$ 19,877
% Tahoe Truckee Sanitation Agency Above/Below	-12.0%	-0.8%	-1.6%	1.1%
Median of Comparators	\$ 16,089	\$ 14,438	\$ 13,990	\$ 18,951
% Tahoe Truckee Sanitation Agency Above/Below	-14.3%	-2.6%	0.6%	5.7%
75th Percentile	\$ 16,865	\$ 14,774	\$ 14,741	\$ 20,843
% Tahoe Truckee Sanitation Agency Above/Below	-19.8%	-5.0%	-4.8%	-3.7%
Number of Matches	12	12	12	12

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

- 1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 2 - Napa Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 3 - North Tahoe Public Utility District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.
- 4 - Silicon Valley Clean Water: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.
- 5 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

- 6 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.



**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Top Monthly Salary)**  
**May 2024**

**Technical Services Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Silicon Valley Clean Water <sup>4</sup>	[Laboratory Director/ Authority Engineer]	\$ 25,154	\$ 20,075	\$ 19,041	\$ 6,590	\$ 25,631	7/1/2023	unknown	unknown
2	Fairfield Suisun Sewer District <sup>1</sup>	[Engineering Manager/ Lab Manager]	\$ 17,658	\$ 15,558	\$ 17,278	\$ 8,732	\$ 26,010	4/5/2024	unknown	unknown
3	Central Marin Sanitation Agency	Technical Services Manager	\$ 21,596	\$ 17,760	\$ 17,032	\$ 5,441	\$ 22,473	6/25/2023	unknown	unknown
4	Tahoe Truckee Sanitation	Technical Services Department Manager	\$ 15,317	\$ 15,317	\$ 15,317	\$ 6,240	\$ 21,557	9/20/2023	7/1/2024	3.23%
5	Napa Sanitation District <sup>3</sup>	[Assistant General Manager-Dist. Engineer/ Regulatory Compliance Manager]	\$ 16,297	\$ 14,748	\$ 15,076	\$ 5,621	\$ 20,697	7/8/2023	unknown	unknown
6	Monterey One Water <sup>2</sup>	[Laboratory and Environmental Services Manager/ Director of Engineering]	\$ 17,103	\$ 15,311	\$ 14,469	\$ 4,501	\$ 18,970	3/4/2024	unknown	unknown
7	Delta Diablo Sanitation District	N/C								
8	North Tahoe Public Utility District	N/C								
9	Oro Loma Sanitary District	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 19,562	\$ 16,690	\$ 16,579	\$ 22,756
% Tahoe Truckee Sanitation Agency Above/Below	-27.7%	-9.0%	-8.2%	-5.6%
Median of Comparators	\$ 17,658	\$ 15,558	\$ 17,032	\$ 22,473
% Tahoe Truckee Sanitation Agency Above/Below	-15.3%	-1.6%	-11.2%	-4.2%
75th Percentile	\$ 21,596	\$ 17,760	\$ 17,278	\$ 25,631
% Tahoe Truckee Sanitation Agency Above/Below	-41.0%	-15.9%	-12.8%	-18.9%
Number of Matches	5	5	5	5

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

- 1 - Fairfield Suisun Sewer District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 2 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 3 - Napa Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 4 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Living  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Technical Services Department Manager	Technical Services Manager	N/C	[Engineering Manager/ Lab Manager]	[Laboratory and Environmental Services Manager/ Director of Engineering]	[Assistant General Manager-Dist. Engineer/ Regulatory Compliance Manager]	N/C	N/C	[Laboratory Director/ Authority Engineer]	N/C	N/C	N/C	N/C
	Adjusted Cost of Living Top Monthly Salary	\$ 15,317	\$ 17,032		\$ 17,278	\$ 14,469	\$ 15,076			\$ 19,041				
Retirement	PEPRA	2%@62	2%@62		2%@62	2%@62	2%@62			2%@62				
	Employee Cost Share					\$ -30								
	Social Security				\$ 871									
	Deferred Compensation				\$ 1,555		\$ 250			\$ 385				
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417	\$ 2,657		\$ 2,656	\$ 2,431	\$ 2,656			\$ 2,538				
	Dental	\$ 207	\$ 250		\$ 263		\$ 167			\$ 193				
	Vision		\$ 45		\$ 11		\$ 26			\$ 22				
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 1,767	\$ 983		\$ 997	\$ 835	\$ 870			\$ 1,465				
	Holidays	\$ 766	\$ 852		\$ 930	\$ 876	\$ 754			\$ 1,025				
	Admin Leave		\$ 655		\$ 1,449	\$ 390	\$ 899			\$ 513				
Allow	Auto									\$ 450				
Benefit Package Total		\$ 6,240	\$ 5,441	\$ 0	\$ 8,732	\$ 4,501	\$ 5,621	\$ 0	\$ 0	\$ 6,590	\$ 0	\$ 0	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Living (sorted by Total Compensation)**  
**May 2024**

**Technical Services Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*					
1	Fairfield Suisun Sewer District <sup>1</sup>	[Engineering Manager/ Lab Manager]	\$ 17,658	\$ 15,558	\$ 17,278	\$ 8,732	\$ 26,010	4/5/2024	unknown	unknown
2	Silicon Valley Clean Water <sup>4</sup>	[Laboratory Director/ Authority Engineer]	\$ 25,154	\$ 20,075	\$ 19,041	\$ 6,590	\$ 25,631	7/1/2023	unknown	unknown
3	Central Marin Sanitation Agency	Technical Services Manager	\$ 21,596	\$ 17,760	\$ 17,032	\$ 5,441	\$ 22,473	6/25/2023	unknown	unknown
4	Tahoe Truckee Sanitation	Technical Services Department Manager	\$ 15,317	\$ 15,317	\$ 15,317	\$ 6,240	\$ 21,557	9/20/2023	7/1/2024	3.23%
5	Napa Sanitation District <sup>3</sup>	[Assistant General Manager-Dist. Engineer/ Regulatory Compliance Manager]	\$ 16,297	\$ 14,748	\$ 15,076	\$ 5,621	\$ 20,697	7/8/2023	unknown	unknown
6	Monterey One Water <sup>2</sup>	[Laboratory and Environmental Services Manager/ Director of Engineering]	\$ 17,103	\$ 15,311	\$ 14,469	\$ 4,501	\$ 18,970	3/4/2024	unknown	unknown
7	Delta Diablo Sanitation District	N/C								
8	North Tahoe Public Utility District	N/C								
9	Oro Loma Sanitary District	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor	Adjusted Cost of Living*	Total Monthly Comp*
Average of Comparators	\$ 19,562	\$ 16,690	\$ 16,579	\$ 22,756
% Tahoe Truckee Sanitation Agency Above/Below	-27.7%	-9.0%	-8.2%	-5.6%
Median of Comparators	\$ 17,658	\$ 15,558	\$ 17,032	\$ 22,473
% Tahoe Truckee Sanitation Agency Above/Below	-15.3%	-1.6%	-11.2%	-4.2%
75th Percentile	\$ 21,596	\$ 17,760	\$ 17,278	\$ 25,631
% Tahoe Truckee Sanitation Agency Above/Below	-41.0%	-15.9%	-12.8%	-18.9%
Number of Matches	5	5	5	5

\*Benefits and Total Compensation Calculated on Adjusted Cost of Living Top Monthly Salary

N/C - Non Comparator

- 1 - Fairfield Suisun Sewer District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 2 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 3 - Napa Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 4 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Accounting Assistant (Accounting Technician I)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Union Sanitary District	Accounting Technician I	\$ 8,987	\$ 7,597	\$ 7,446	\$ 4,265	\$ 11,862	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
2	Tahoe City Public Utility District	Accounting Assistant II	\$ 7,291	\$ 7,494	\$ 7,299	\$ 4,294	\$ 11,788	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
3	Monterey One Water	Accounting Assistant II	\$ 8,230	\$ 7,368	\$ 6,963	\$ 3,287	\$ 10,655	6/25/2023	unknown	unknown
4	Oro Loma Sanitary District	Administrative Support Specialist	\$ 8,314	\$ 7,064	\$ 7,430	\$ 3,902	\$ 10,966	6/26/2023	6/24/2024	2.00% - 5.00%
5	Delta Diablo Sanitation District	Account Clerk I	\$ 8,009	\$ 6,952	\$ 7,361	\$ 4,409	\$ 11,361	7/9/2023	7/1/2024	2.00% - 5.00%
6	North Tahoe Public Utility District	Accounting Technician	\$ 5,966	\$ 6,132	\$ 5,972	\$ 4,135	\$ 10,267	7/9/2023	7/1/2024	2.50% - 4.00%
7	<b>Tahoe Truckee Sanitation</b>	<b>Accounting Assistant (Accounting Technician I)</b>	<b>\$ 5,880</b>	<b>\$ 5,880</b>	<b>\$ 5,880</b>	<b>\$ 4,340</b>	<b>\$ 10,220</b>	<b>9/20/2023</b>	<b>unknown</b>	<b>unknown</b>
8	Central Marin Sanitation Agency	N/C								
9	Fairfield Suisun Sewer District	N/C								
10	Napa Sanitation District	N/C								
11	Silicon Valley Clean Water	N/C								
12	South Tahoe Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 7,800	\$ 7,101	\$ 7,079	\$ 11,150
% Tahoe Truckee Sanitation Agency Above/Below	-32.6%	-20.8%	-20.4%	-9.1%
Median of Comparators	\$ 8,120	\$ 7,216	\$ 7,330	\$ 11,163
% Tahoe Truckee Sanitation Agency Above/Below	-38.1%	-22.7%	-24.7%	-9.2%
75th Percentile	\$ 8,293	\$ 7,463	\$ 7,413	\$ 11,681
% Tahoe Truckee Sanitation Agency Above/Below	-41.0%	-26.9%	-26.1%	-14.3%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Accounting Assistant (Accounting Technician I)	N/C	Account Clerk I	N/C	Accounting Assistant II	N/C	Accounting Technician	Administrative Support Specialist	N/C	N/C	Accounting Assistant II	N/C	Accounting Technician I
	<b>Adjusted Cost of Labor Top Monthly Salary</b>	\$ 5,880		\$ 6,952		\$ 7,368		\$ 6,132	\$ 7,064			\$ 7,494		\$ 7,597
Retirement	PEPRA	2%@62		2%@62		2%@62		2%@62	2%@60			2%@62		2%@62
	Employee Cost Share					\$ -15								
	Social Security			\$ 431				\$ 380				\$ 465		
	Deferred Compensation			\$ 278					\$ 85			\$ 150		\$ 42
	Other Ret.													
Insurance	Cafeteria							\$ 157						
	Health	\$ 3,417		\$ 2,656		\$ 2,431		\$ 2,637	\$ 2,656			\$ 2,379		\$ 3,174
	Dental	\$ 207		\$ 211				\$ 135	\$ 150			\$ 125		\$ 144
	Vision			\$ 31				\$ 55	\$ 13			\$ 42		\$ 22
	Other Ins.	\$ 83						\$ 292				\$ 125		
Leaves	Vacation	\$ 339		\$ 428		\$ 425		\$ 354	\$ 408			\$ 634		\$ 438
	Holidays	\$ 294		\$ 374		\$ 446		\$ 283	\$ 435			\$ 375		\$ 446
	Admin Leave													
Allow	Auto													
Benefit Package Total		\$ 4,340	\$ 0	\$ 4,409	\$ 0	\$ 3,287	\$ 0	\$ 4,135	\$ 3,902	\$ 0	\$ 0	\$ 4,294	\$ 0	\$ 4,265

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Accounting Assistant (Accounting Technician I)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Union Sanitary District	Accounting Technician I	\$ 8,987	\$ 7,597	\$ 7,446	\$ 4,265	\$ 11,862	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
2	Tahoe City Public Utility District	Accounting Assistant II	\$ 7,291	\$ 7,494	\$ 7,299	\$ 4,294	\$ 11,788	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
3	Delta Diablo Sanitation District	Account Clerk I	\$ 8,009	\$ 6,952	\$ 7,361	\$ 4,409	\$ 11,361	7/9/2023	7/1/2024	2.00% - 5.00%
4	Oro Loma Sanitary District	Administrative Support Specialist	\$ 8,314	\$ 7,064	\$ 7,430	\$ 3,902	\$ 10,966	6/26/2023	6/24/2024	2.00% - 5.00%
5	Monterey One Water	Accounting Assistant II	\$ 8,230	\$ 7,368	\$ 6,963	\$ 3,287	\$ 10,655	6/25/2023	unknown	unknown
6	North Tahoe Public Utility District	Accounting Technician	\$ 5,966	\$ 6,132	\$ 5,972	\$ 4,135	\$ 10,267	7/9/2023	7/1/2024	2.50% - 4.00%
7	Tahoe Truckee Sanitation	Accounting Assistant (Accounting Technician I)	\$ 5,880	\$ 5,880	\$ 5,880	\$ 4,340	\$ 10,220	9/20/2023	unknown	unknown
8	Central Marin Sanitation Agency	N/C								
9	Fairfield Suisun Sewer District	N/C								
10	Napa Sanitation District	N/C								
11	Silicon Valley Clean Water	N/C								
12	South Tahoe Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 7,800	\$ 7,101	\$ 7,079	\$ 11,150
% Tahoe Truckee Sanitation Agency Above/Below	-32.6%	-20.8%	-20.4%	-9.1%
Median of Comparators	\$ 8,120	\$ 7,216	\$ 7,330	\$ 11,163
% Tahoe Truckee Sanitation Agency Above/Below	-38.1%	-22.7%	-24.7%	-9.2%
75th Percentile	\$ 8,293	\$ 7,463	\$ 7,413	\$ 11,681
% Tahoe Truckee Sanitation Agency Above/Below	-41.0%	-26.9%	-26.1%	-14.3%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)  
May 2024**

**Accounting Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary					Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Benefits Package*	Total Monthly Comp*			
1	Napa Sanitation District	Senior Accountant	\$ 13,938	\$ 12,613	\$ 12,893	\$ 5,064	\$ 17,677	7/8/2023	unknown	unknown
2	North Tahoe Public Utility District	Controller	\$ 11,801	\$ 12,128	\$ 11,812	\$ 5,409	\$ 17,537	7/9/2023	7/1/2024	2.50% - 4.00%
3	Delta Diablo Sanitation District	Senior Accountant	\$ 13,234	\$ 11,488	\$ 12,164	\$ 5,616	\$ 17,104	7/9/2023	7/1/2024	2.00% - 5.00%
4	Fairfield Suisun Sewer District	Senior Accountant	\$ 12,990	\$ 11,445	\$ 12,710	\$ 6,906	\$ 18,351	4/5/2024	unknown	unknown
5	Tahoe City Public Utility District <sup>2</sup>	[Accounting Technician/ Accounting Manager]	\$ 10,432	\$ 10,722	\$ 10,442	\$ 5,199	\$ 15,921	1/1/2024	unknown	unknown
6	South Tahoe Public Utility District <sup>1</sup>	Accounting Supervisor	\$ 9,244	\$ 8,696	\$ 9,347	\$ 4,009	\$ 12,705	10/4/2023	unknown	unknown
7	<b>Tahoe Truckee Sanitation</b>	<b>Accounting Supervisor</b>	<b>\$ 7,930</b>	<b>\$ 7,930</b>	<b>\$ 7,930</b>	<b>\$ 4,561</b>	<b>\$ 12,491</b>	<b>9/20/2023</b>	<b>unknown</b>	<b>unknown</b>
8	Central Marin Sanitation Agency	N/C								
9	Monterey One Water	N/C								
10	Oro Loma Sanitary District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 11,940	\$ 11,182	\$ 11,561	\$ 16,549
% Tahoe Truckee Sanitation Agency Above/Below	-50.6%	-41.0%	-45.8%	-32.5%
Median of Comparators	\$ 12,396	\$ 11,467	\$ 11,988	\$ 17,320
% Tahoe Truckee Sanitation Agency Above/Below	-56.3%	-44.6%	-51.2%	-38.7%
75th Percentile	\$ 13,173	\$ 11,968	\$ 12,574	\$ 17,642
% Tahoe Truckee Sanitation Agency Above/Below	-66.1%	-50.9%	-58.6%	-41.2%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

2 - Tahoe City Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Accounting Supervisor	N/C	Senior Accountant	Senior Accountant	N/C	Senior Accountant	Controller	N/C	N/C	Accounting Supervisor	[Accounting Technician/ Accounting Manager]	N/C	N/C
	Adjusted Cost of Labor Top Monthly Salary	\$ 7,930		\$ 11,488	\$ 11,445		\$ 12,613	\$ 12,128			\$ 8,696	\$ 10,722		
Retirement	PEPRA	2%@62		2%@62	2%@62		2%@62	2%@62			2%@62	2%@62		
	Employee Cost Share													
	Social Security			\$ 712	\$ 710			\$ 752			\$ 539	\$ 665		
	Deferred Compensation			\$ 460	\$ 1,030		\$ 250					\$ 214		
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417		\$ 2,656	\$ 2,656		\$ 2,656	\$ 2,637			\$ 2,389	\$ 2,379		
	Dental	\$ 207		\$ 211	\$ 263		\$ 167	\$ 135			\$ 154	\$ 125		
	Vision			\$ 31	\$ 11		\$ 26	\$ 55			\$ 24	\$ 42		
	Other Ins.	\$ 83						\$ 292				\$ 125		
Leaves	Vacation	\$ 458		\$ 707	\$ 660		\$ 728	\$ 746			\$ 502	\$ 907		
	Holidays	\$ 397		\$ 619	\$ 616		\$ 631	\$ 560			\$ 401	\$ 536		
	Admin Leave			\$ 221	\$ 960		\$ 606	\$ 233				\$ 206		
Allow	Auto													
Benefit Package Total		\$ 4,561	\$ 0	\$ 5,616	\$ 6,906	\$ 0	\$ 5,064	\$ 5,409	\$ 0	\$ 0	\$ 4,009	\$ 5,199	\$ 0	\$ 0



**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Accounting Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Fairfield Suisun Sewer District	Senior Accountant	\$ 12,990	\$ 11,445	\$ 12,710	\$ 6,906	\$ 18,351	4/5/2024	unknown	unknown
2	Napa Sanitation District	Senior Accountant	\$ 13,938	\$ 12,613	\$ 12,893	\$ 5,064	\$ 17,677	7/8/2023	unknown	unknown
3	North Tahoe Public Utility District	Controller	\$ 11,801	\$ 12,128	\$ 11,812	\$ 5,409	\$ 17,537	7/9/2023	7/1/2024	2.50% - 4.00%
4	Delta Diablo Sanitation District	Senior Accountant	\$ 13,234	\$ 11,488	\$ 12,164	\$ 5,616	\$ 17,104	7/9/2023	7/1/2024	2.00% - 5.00%
5	Tahoe City Public Utility District <sup>2</sup>	[Accounting Technician/ Accounting Manager]	\$ 10,432	\$ 10,722	\$ 10,442	\$ 5,199	\$ 15,921	1/1/2024	unknown	unknown
6	South Tahoe Public Utility District <sup>1</sup>	Accounting Supervisor	\$ 9,244	\$ 8,696	\$ 9,347	\$ 4,009	\$ 12,705	10/4/2023	unknown	unknown
7	Tahoe Truckee Sanitation	Accounting Supervisor	\$ 7,930	\$ 7,930	\$ 7,930	\$ 4,561	\$ 12,491	9/20/2023	unknown	unknown
8	Central Marin Sanitation Agency	N/C								
9	Monterey One Water	N/C								
10	Oro Loma Sanitary District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 11,940	\$ 11,182	\$ 11,561	\$ 16,549
% Tahoe Truckee Sanitation Agency Above/Below	-50.6%	-41.0%	-45.8%	-32.5%
Median of Comparators	\$ 12,396	\$ 11,467	\$ 11,988	\$ 17,320
% Tahoe Truckee Sanitation Agency Above/Below	-56.3%	-44.6%	-51.2%	-38.7%
75th Percentile	\$ 13,173	\$ 11,968	\$ 12,574	\$ 17,642
% Tahoe Truckee Sanitation Agency Above/Below	-66.1%	-50.9%	-58.6%	-41.2%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

2 - Tahoe City Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Administrative Assistant (new)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Tahoe Truckee Sanitation	Administrative Assistant (new)	proposed							
2	Silicon Valley Clean Water	Administrative Assistant II	\$ 11,360	\$ 9,066	\$ 8,600	\$ 4,375	\$ 13,441	7/1/2023	unknown	unknown
3	Central Marin Sanitation Agency	Administrative Specialist II	\$ 10,192	\$ 8,382	\$ 8,038	\$ 4,016	\$ 12,398	6/25/2023	unknown	unknown
4	Tahoe City Public Utility District	Administrative Technician	\$ 8,135	\$ 8,360	\$ 8,143	\$ 4,481	\$ 12,841	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
5	Union Sanitary District	Administrative Specialist II	\$ 9,247	\$ 7,817	\$ 7,661	\$ 4,290	\$ 12,107	3/1/2024	3/1/2024	CPI 3.25% - 4.50%
6	Truckee Sanitary District	Administrative Assistant II	\$ 7,015	\$ 7,015	\$ 7,015	\$ 3,693	\$ 10,708	12/29/2023	unknown	unknown
7	Monterey One Water	Administrative Support Specialist II (confidential)	\$ 7,819	\$ 7,000	\$ 6,615	\$ 3,259	\$ 10,259	6/25/2023	unknown	unknown
8	Delta Diablo Sanitation District	Administrative Assistant II	\$ 7,884	\$ 6,844	\$ 7,246	\$ 4,385	\$ 11,229	7/9/2023	7/1/2024	2.00% - 5.00%
9	South Tahoe Public Utility District	Administrative Assistant/Assistant Clerk of the Board	\$ 6,867	\$ 6,460	\$ 6,943	\$ 3,639	\$ 10,099	10/4/2023	unknown	unknown
10	Napa Sanitation District	Administrative Assistant II	\$ 7,134	\$ 6,456	\$ 6,599	\$ 3,731	\$ 10,187	7/8/2023	unknown	unknown
11	Fairfield Suisun Sewer District	N/C								
12	North Tahoe Public Utility District	N/C								
13	Oro Loma Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 8,406	\$ 7,489	\$ 7,429	\$ 11,474
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Median of Comparators	\$ 7,884	\$ 7,015	\$ 7,246	\$ 11,229
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
75th Percentile	\$ 9,247	\$ 8,360	\$ 8,038	\$ 12,398
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Number of Matches	9	9	9	9

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Administrative Assistant (new)	Administrative Specialist II	Administrative Assistant II	N/C	Administrative Support Specialist II (confidential)	Administrative Assistant II	N/C	N/C	Administrative Assistant II	Administrative Assistant/Assistant Clerk of the Board	Administrative Technician	Administrative Assistant II	Administrative Specialist II
	<b>Adjusted Cost of Labor Top Monthly Salary</b>	proposed	\$ 8,382	\$ 6,844		\$ 7,000	\$ 6,456			\$ 9,066	\$ 6,460	\$ 8,360	\$ 7,015	\$ 7,817
Retirement	PEPRA		2%@62	2%@62		2%@62	2%@62			2%@62	2%@62	2%@62	2%@62	2%@62
	Employee Cost Share					\$ -0								
	Social Security			\$ 424							\$ 401	\$ 518	\$ 435	
	Deferred Compensation			\$ 274			\$ 100			\$ 192		\$ 167		\$ 42
	Other Ret.													
Insurance	Cafeteria													
	Health		\$ 2,657	\$ 2,656		\$ 2,431	\$ 2,656			\$ 2,538	\$ 2,389	\$ 2,379	\$ 2,379	\$ 3,174
	Dental		\$ 250	\$ 211			\$ 167			\$ 193	\$ 154	\$ 125	\$ 178	\$ 144
	Vision		\$ 45	\$ 31			\$ 26			\$ 22	\$ 24	\$ 42		\$ 22
	Other Ins.											\$ 125		
Leaves	Vacation		\$ 484	\$ 421		\$ 404	\$ 372			\$ 697	\$ 373	\$ 707	\$ 432	\$ 451
	Holidays		\$ 419	\$ 369		\$ 424	\$ 323			\$ 488	\$ 298	\$ 418	\$ 270	\$ 459
	Admin Leave		\$ 161				\$ 87			\$ 244				
Allow	Auto													
Benefit Package Total		\$ 0	\$ 4,016	\$ 4,385	\$ 0	\$ 3,259	\$ 3,731	\$ 0	\$ 0	\$ 4,375	\$ 3,639	\$ 4,481	\$ 3,693	\$ 4,290

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Administrative Assistant (new)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Administrative Assistant II	\$ 11,360	\$ 9,066	\$ 8,600	\$ 4,375	\$ 13,441	7/1/2023	unknown	unknown
2	Tahoe City Public Utility District	Administrative Technician	\$ 8,135	\$ 8,360	\$ 8,143	\$ 4,481	\$ 12,841	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
3	Central Marin Sanitation Agency	Administrative Specialist II	\$ 10,192	\$ 8,382	\$ 8,038	\$ 4,016	\$ 12,398	6/25/2023	unknown	unknown
4	Union Sanitary District	Administrative Specialist II	\$ 9,247	\$ 7,817	\$ 7,661	\$ 4,290	\$ 12,107	3/1/2024	3/1/2024	CPI 3.25% - 4.50%
5	Delta Diablo Sanitation District	Administrative Assistant II	\$ 7,884	\$ 6,844	\$ 7,246	\$ 4,385	\$ 11,229	7/9/2023	7/1/2024	2.00% - 5.00%
6	Truckee Sanitary District	Administrative Assistant II	\$ 7,015	\$ 7,015	\$ 7,015	\$ 3,693	\$ 10,708	12/29/2023	unknown	unknown
7	Monterey One Water	Administrative Support Specialist II (confidential)	\$ 7,819	\$ 7,000	\$ 6,615	\$ 3,259	\$ 10,259	6/25/2023	unknown	unknown
8	Napa Sanitation District	Administrative Assistant II	\$ 7,134	\$ 6,456	\$ 6,599	\$ 3,731	\$ 10,187	7/8/2023	unknown	unknown
9	South Tahoe Public Utility District	Administrative Assistant/Assistant Clerk of the Board	\$ 6,867	\$ 6,460	\$ 6,943	\$ 3,639	\$ 10,099	10/4/2023	unknown	unknown
10	Tahoe Truckee Sanitation	Administrative Assistant (new)		proposed						
11	Fairfield Suisun Sewer District	N/C								
12	North Tahoe Public Utility District	N/C								
13	Oro Loma Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 8,406	\$ 7,489	\$ 7,429	\$ 11,474
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Median of Comparators	\$ 7,884	\$ 7,015	\$ 7,246	\$ 11,229
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
75th Percentile	\$ 9,247	\$ 8,360	\$ 8,038	\$ 12,398
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Number of Matches	9	9	9	9

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)  
May 2024**

**Associate Engineer**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Tahoe City Public Utility District	Associate Civil Engineer	\$ 13,379	\$ 13,750	\$ 13,392	\$ 5,913	\$ 19,663	1/1/2024	unknown	unknown
2	Monterey One Water	Associate Engineer	\$ 14,791	\$ 13,241	\$ 12,513	\$ 4,224	\$ 17,465	6/25/2023	unknown	unknown
3	Fairfield Suisun Sewer District	Associate Engineer	\$ 14,792	\$ 13,033	\$ 14,474	\$ 7,457	\$ 20,490	4/5/2024	unknown	unknown
4	Truckee Sanitary District	Associate Engineer	\$ 12,901	\$ 12,901	\$ 12,901	\$ 4,647	\$ 17,548	12/29/2023	unknown	unknown
5	Napa Sanitation District	Associate Engineer	\$ 13,938	\$ 12,613	\$ 12,893	\$ 5,064	\$ 17,677	7/8/2023	unknown	unknown
6	Delta Diablo Sanitation District <sup>1</sup>	[Assistant Engineer/ Associate Engineer]	\$ 14,323	\$ 12,434	\$ 13,165	\$ 5,840	\$ 18,274	7/9/2023	7/1/2024	2.00% - 5.00%
7	Oro Loma Sanitary District	Associate Engineer	\$ 14,284	\$ 12,136	\$ 12,765	\$ 4,523	\$ 16,659	6/26/2023	6/24/2024	2.00% - 5.00%
8	Central Marin Sanitation Agency	Associate Engineer	\$ 14,573	\$ 11,985	\$ 11,493	\$ 4,473	\$ 16,458	6/25/2023	unknown	unknown
9	Union Sanitary District <sup>3</sup>	[Assistant Engineer/ Associate Engineer]	\$ 14,057	\$ 11,883	\$ 11,646	\$ 5,147	\$ 17,030	9/1/2023	9/1/2024	unknown
10	Silicon Valley Clean Water	Associate Engineer	\$ 14,732	\$ 11,757	\$ 11,152	\$ 4,392	\$ 16,149	7/1/2023	unknown	unknown
11	<b>Tahoe Truckee Sanitation</b>	<b>Associate Engineer</b>	<b>\$ 10,966</b>	<b>\$ 10,966</b>	<b>\$ 10,966</b>	<b>\$ 4,888</b>	<b>\$ 15,854</b>	<b>9/20/2023</b>	<b>unknown</b>	<b>unknown</b>
12	South Tahoe Public Utility District <sup>2</sup>	Associate Engineer	\$ 11,610	\$ 10,922	\$ 11,739	\$ 4,379	\$ 15,301	10/4/2024	unknown	unknown
13	North Tahoe Public Utility District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 13,944	\$ 12,423	\$ 12,558	\$ 17,519
% Tahoe Truckee Sanitation Agency Above/Below	-27.2%	-13.3%	-14.5%	-10.5%
Median of Comparators	\$ 14,284	\$ 12,434	\$ 12,765	\$ 17,465
% Tahoe Truckee Sanitation Agency Above/Below	-30.3%	-13.4%	-16.4%	-10.2%
75th Percentile	\$ 14,653	\$ 12,967	\$ 13,033	\$ 17,975
% Tahoe Truckee Sanitation Agency Above/Below	-33.6%	-18.2%	-18.8%	-13.4%
Number of Matches	11	11	11	11

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

3 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Associate Engineer	Associate Engineer	[Assistant Engineer/ Associate Engineer]	Associate Engineer	Associate Engineer	Associate Engineer	N/C	Associate Engineer	Associate Engineer	Associate Engineer	Associate Civil Engineer	Associate Engineer	[Assistant Engineer/ Associate Engineer]
	<b>Adjusted Cost of Labor Top Monthly Salary</b>	\$ 10,966	\$ 11,985	\$ 12,434	\$ 13,033	\$ 13,241	\$ 12,613		\$ 12,136	\$ 11,757	\$ 10,922	\$ 13,750	\$ 12,901	\$ 11,883
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62		2%@60	2%@62	2%@62	2%@62	2%@62	2%@62
	Employee Cost Share					\$ -28								
	Social Security			\$ 771	\$ 808						\$ 677	\$ 853	\$ 800	
	Deferred Compensation			\$ 497	\$ 1,173		\$ 250		\$ 101	\$ 192		\$ 275		\$ 254
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,657	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656	\$ 2,538	\$ 2,389	\$ 2,379	\$ 2,379	\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167		\$ 150	\$ 193	\$ 154	\$ 125	\$ 178	\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26		\$ 13	\$ 22	\$ 24	\$ 42		\$ 22
	Other Ins.	\$ 83										\$ 125		
Leaves	Vacation	\$ 633	\$ 691	\$ 765	\$ 752	\$ 764	\$ 728		\$ 700	\$ 678	\$ 630	\$ 1,163	\$ 794	\$ 686
	Holidays	\$ 548	\$ 599	\$ 670	\$ 702	\$ 802	\$ 631		\$ 747	\$ 633	\$ 504	\$ 688	\$ 496	\$ 640
	Admin Leave		\$ 230	\$ 239	\$ 1,093	\$ 255	\$ 606			\$ 136		\$ 264		\$ 229
Allow	Auto													
Benefit Package Total		\$ 4,888	\$ 4,473	\$ 5,840	\$ 7,457	\$ 4,224	\$ 5,064	\$ 0	\$ 4,523	\$ 4,392	\$ 4,379	\$ 5,913	\$ 4,647	\$ 5,147

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Associate Engineer**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Fairfield Suisun Sewer District	Associate Engineer	\$ 14,792	\$ 13,033	\$ 14,474	\$ 7,457	\$ 20,490	4/5/2024	unknown	unknown
2	Tahoe City Public Utility District	Associate Civil Engineer	\$ 13,379	\$ 13,750	\$ 13,392	\$ 5,913	\$ 19,663	1/1/2024	unknown	unknown
3	Delta Diablo Sanitation District <sup>1</sup>	[Assistant Engineer/ Associate Engineer]	\$ 14,323	\$ 12,434	\$ 13,165	\$ 5,840	\$ 18,274	7/9/2023	7/1/2024	2.00% - 5.00%
4	Napa Sanitation District	Associate Engineer	\$ 13,938	\$ 12,613	\$ 12,893	\$ 5,064	\$ 17,677	7/8/2023	unknown	unknown
5	Truckee Sanitary District	Associate Engineer	\$ 12,901	\$ 12,901	\$ 12,901	\$ 4,647	\$ 17,548	12/29/2023	unknown	unknown
6	Monterey One Water	Associate Engineer	\$ 14,791	\$ 13,241	\$ 12,513	\$ 4,224	\$ 17,465	6/25/2023	unknown	unknown
7	Union Sanitary District <sup>3</sup>	[Assistant Engineer/ Associate Engineer]	\$ 14,057	\$ 11,883	\$ 11,646	\$ 5,147	\$ 17,030	9/1/2023	9/1/2024	unknown
8	Oro Loma Sanitary District	Associate Engineer	\$ 14,284	\$ 12,136	\$ 12,765	\$ 4,523	\$ 16,659	6/26/2023	6/24/2024	2.00% - 5.00%
9	Central Marin Sanitation Agency	Associate Engineer	\$ 14,573	\$ 11,985	\$ 11,493	\$ 4,473	\$ 16,458	6/25/2023	unknown	unknown
10	Silicon Valley Clean Water	Associate Engineer	\$ 14,732	\$ 11,757	\$ 11,152	\$ 4,392	\$ 16,149	7/1/2023	unknown	unknown
11	Tahoe Truckee Sanitation	Associate Engineer	\$ 10,966	\$ 10,966	\$ 10,966	\$ 4,888	\$ 15,854	9/20/2023	unknown	unknown
12	South Tahoe Public Utility District <sup>2</sup>	Associate Engineer	\$ 11,610	\$ 10,922	\$ 11,739	\$ 4,379	\$ 15,301	10/4/2024	unknown	unknown
13	North Tahoe Public Utility District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 13,944	\$ 12,423	\$ 12,558	\$ 17,519
% Tahoe Truckee Sanitation Agency Above/Below	-27.2%	-13.3%	-14.5%	-10.5%
Median of Comparators	\$ 14,284	\$ 12,434	\$ 12,765	\$ 17,465
% Tahoe Truckee Sanitation Agency Above/Below	-30.3%	-13.4%	-16.4%	-10.2%
75th Percentile	\$ 14,653	\$ 12,967	\$ 13,033	\$ 17,975
% Tahoe Truckee Sanitation Agency Above/Below	-33.6%	-18.2%	-18.8%	-13.4%
Number of Matches	11	11	11	11

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

- 1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.  
2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

3 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Chemist III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Oro Loma Sanitary District	Plant Chemist	\$ 13,522	\$ 11,489	\$ 12,084	\$ 4,444	\$ 15,933	6/26/2023	6/24/2024	2.00% - 5.00%
2	Union Sanitary District <sup>3</sup>	[Chemist I/ Chemist II]	\$ 12,390	\$ 10,473	\$ 10,265	\$ 4,599	\$ 15,072	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
3	Fairfield Suisun Sewer District	Laboratory Analyst	\$ 11,797	\$ 10,394	\$ 11,543	\$ 5,119	\$ 15,513	4/5/2024	unknown	unknown
4	Delta Diablo Sanitation District	Chemist II	\$ 11,802	\$ 10,245	\$ 10,848	\$ 5,125	\$ 15,370	7/9/2023	7/1/2024	2.00% - 5.00%
5	Monterey One Water <sup>1</sup>	[Laboratory Analyst III/ QA/QC Laboratory Analyst]	\$ 11,044	\$ 9,887	\$ 9,343	\$ 3,580	\$ 13,467	6/25/2023	unknown	unknown
6	Silicon Valley Clean Water	Laboratory Analyst II	\$ 11,527	\$ 9,199	\$ 8,726	\$ 4,077	\$ 13,276	7/1/2023	7/1/2024	4.50%
7	Central Marin Sanitation Agency	Laboratory Analyst I	\$ 10,944	\$ 9,000	\$ 8,631	\$ 3,920	\$ 12,920	6/25/2023	6/23/2024	CPI
8	Napa Sanitation District	Laboratory Analyst II	\$ 9,774	\$ 8,845	\$ 9,042	\$ 4,021	\$ 12,866	7/8/2023	unknown	unknown
9	Tahoe Truckee Sanitation	Chemist III	\$ 8,545	\$ 8,545	\$ 8,545	\$ 4,627	\$ 13,172	9/20/2023	unknown	unknown
10	South Tahoe Public Utility District <sup>2</sup>	Lab Technologist II	\$ 8,357	\$ 7,862	\$ 8,450	\$ 3,871	\$ 11,733	10/4/2024	unknown	unknown
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 11,240	\$ 9,710	\$ 9,881	\$ 14,017
% Tahoe Truckee Sanitation Agency Above/Below	-31.5%	-13.6%	-15.6%	-6.4%
Median of Comparators	\$ 11,527	\$ 9,887	\$ 9,343	\$ 13,467
% Tahoe Truckee Sanitation Agency Above/Below	-34.9%	-15.7%	-9.3%	-2.2%
75th Percentile	\$ 11,802	\$ 10,394	\$ 10,848	\$ 15,370
% Tahoe Truckee Sanitation Agency Above/Below	-38.1%	-21.6%	-27.0%	-16.7%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

3 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.



Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Chemist III	Laboratory Analyst I	Chemist II	Laboratory Analyst	[Laboratory Analyst II/ QA/QC Laboratory Analyst]	Laboratory Analyst II	N/C	Plant Chemist	Laboratory Analyst II	Lab Technologist II	N/C	N/C	[Chemist I/ Chemist II]
	Adjusted Cost of Labor Top Monthly Salary	\$ 8,545	\$ 9,000	\$ 10,245	\$ 10,394	\$ 9,887	\$ 8,845		\$ 11,489	\$ 9,199	\$ 7,862			\$ 10,473
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62		2%@60	2%@62	2%@62			2%@62
	Employee Cost Share					\$ -21								
	Social Security			\$ 635	\$ 644					\$ 487				
	Deferred Compensation			\$ 410	\$ 266		\$ 100		\$ 99	\$ 192				\$ 42
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,656	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656	\$ 2,538	\$ 2,389			\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167		\$ 150	\$ 193	\$ 154			\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26		\$ 13	\$ 22	\$ 24			\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 493	\$ 519	\$ 630	\$ 600	\$ 570	\$ 510		\$ 663	\$ 531	\$ 454			\$ 604
	Holidays	\$ 427	\$ 450	\$ 552	\$ 560	\$ 599	\$ 442		\$ 707	\$ 495	\$ 363			\$ 614
	Admin Leave				\$ 120		\$ 119			\$ 106				
Allow	Auto													
Benefit Package Total		\$ 4,627	\$ 3,920	\$ 5,125	\$ 5,119	\$ 3,580	\$ 4,021	\$ 0	\$ 4,444	\$ 4,077	\$ 3,871	\$ 0	\$ 0	\$ 4,599

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Chemist III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Oro Loma Sanitary District	Plant Chemist	\$ 13,522	\$ 11,489	\$ 12,084	\$ 4,444	\$ 15,933	6/26/2023	6/24/2024	2.00% - 5.00%
2	Fairfield Suisun Sewer District	Laboratory Analyst	\$ 11,797	\$ 10,394	\$ 11,543	\$ 5,119	\$ 15,513	4/5/2024	unknown	unknown
3	Delta Diablo Sanitation District	Chemist II	\$ 11,802	\$ 10,245	\$ 10,848	\$ 5,125	\$ 15,370	7/9/2023	7/1/2024	2.00% - 5.00%
4	Union Sanitary District <sup>3</sup>	[Chemist I/ Chemist II]	\$ 12,390	\$ 10,473	\$ 10,265	\$ 4,599	\$ 15,072	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
5	Monterey One Water <sup>1</sup>	[Laboratory Analyst II/ QA/QC Laboratory Analyst]	\$ 11,044	\$ 9,887	\$ 9,343	\$ 3,580	\$ 13,467	6/25/2023	unknown	unknown
6	Silicon Valley Clean Water	Laboratory Analyst II	\$ 11,527	\$ 9,199	\$ 8,726	\$ 4,077	\$ 13,276	7/1/2023	7/1/2024	4.50%
7	Tahoe Truckee Sanitation	Chemist III	\$ 8,545	\$ 8,545	\$ 8,545	\$ 4,627	\$ 13,172	9/20/2023	unknown	unknown
8	Central Marin Sanitation Agency	Laboratory Analyst I	\$ 10,944	\$ 9,000	\$ 8,631	\$ 3,920	\$ 12,920	6/25/2023	6/23/2024	CPI
9	Napa Sanitation District	Laboratory Analyst II	\$ 9,774	\$ 8,845	\$ 9,042	\$ 4,021	\$ 12,866	7/8/2023	unknown	unknown
10	South Tahoe Public Utility District <sup>2</sup>	Lab Technologist II	\$ 8,357	\$ 7,862	\$ 8,450	\$ 3,871	\$ 11,733	10/4/2024	unknown	unknown
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 11,240	\$ 9,710	\$ 9,881	\$ 14,017
% Tahoe Truckee Sanitation Agency Above/Below	-31.5%	-13.6%	-15.6%	-6.4%
Median of Comparators	\$ 11,527	\$ 9,887	\$ 9,343	\$ 13,467
% Tahoe Truckee Sanitation Agency Above/Below	-34.9%	-15.7%	-9.3%	-2.2%
75th Percentile	\$ 11,802	\$ 10,394	\$ 10,848	\$ 15,370
% Tahoe Truckee Sanitation Agency Above/Below	-38.1%	-21.6%	-27.0%	-16.7%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

1 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.  
2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

3 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Chief Plant Operator**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Union Sanitary District <sup>6</sup>	[Coach, Wastewater Operations/ Manager, Treatment and Disposal Services]	\$ 18,694	\$ 15,802	\$ 15,488	\$ 5,938	\$ 21,740	9/1/2023	9/1/2024	unknown
2	Central Marin Sanitation Agency <sup>1</sup>	[Operations Supervisor/ Treatment Plant Manager]	\$ 18,069	\$ 14,860	\$ 14,250	\$ 4,838	\$ 19,698	6/25/2023	unknown	unknown
3	Oro Loma Sanitary District	Operations Manager	\$ 17,300	\$ 14,698	\$ 15,460	\$ 5,719	\$ 20,417	6/26/2023	6/24/2024	2.00% - 5.00%
4	Napa Sanitation District <sup>4</sup>	[Operations Supervisor/ Operations Services Director]	\$ 16,222	\$ 14,681	\$ 15,007	\$ 4,728	\$ 19,409	7/8/2023	unknown	unknown
5	Delta Diablo Sanitation District <sup>2</sup>	[Operations Supervisor/ Operations Manager]	\$ 16,246	\$ 14,103	\$ 14,932	\$ 6,731	\$ 20,834	7/9/2023	7/1/2024	2.00% - 5.00%
6	Tahoe Truckee Sanitation	Chief Plant Operator	\$ 12,736	\$ 12,736	\$ 12,736	\$ 6,263	\$ 18,999	9/20/2023	unknown	unknown
7	Monterey One Water <sup>3</sup>	[Operations Supervisor/ Operations Manager]	\$ 13,970	\$ 12,507	\$ 11,819	\$ 4,221	\$ 16,728	6/25/2023	unknown	unknown
8	South Tahoe Public Utility District <sup>5</sup>	Chief Plant Operator	\$ 11,693	\$ 11,000	\$ 11,823	\$ 4,391	\$ 15,391	10/4/2024	unknown	unknown
9	Fairfield Suisun Sewer District	N/C								
10	North Tahoe Public Utility District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 16,028	\$ 13,950	\$ 14,111	\$ 19,174
% Tahoe Truckee Sanitation Agency Above/Below	-25.8%	-9.5%	-10.8%	-0.9%
Median of Comparators	\$ 16,246	\$ 14,681	\$ 14,932	\$ 19,698
% Tahoe Truckee Sanitation Agency Above/Below	-27.6%	-15.3%	-17.2%	-3.7%
75th Percentile	\$ 17,685	\$ 14,779	\$ 15,234	\$ 20,625
% Tahoe Truckee Sanitation Agency Above/Below	-38.9%	-16.0%	-19.6%	-8.6%
Number of Matches	7	7	7	7

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - Central Marin Sanitation Agency: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

4 - Napa Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

5 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

6 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Chief Plant Operator	[Operations Supervisor/ Treatment Plant Manager]	[Operations Supervisor/ Operations Manager]	N/C	[Operations Supervisor/ Operations Manager]	[Operations Supervisor/ Operations Services Director]	N/C	Operations Manager	N/C	Chief Plant Operator	N/C	N/C	[Coach, Wastewater Operations/ Manager, Treatment and Disposal Services]
	Adjusted Cost of Labor Top Monthly Salary	\$ 12,736	\$ 14,860	\$ 14,103		\$ 12,507	\$ 14,681		\$ 14,698		\$ 11,000			\$ 15,802
Retirement	PEPRA	2%@62	2%@62	2%@62		2%@62	2%@62		2%@60		2%@62			2%@62
	Employee Cost Share					\$ -26								
	Social Security			\$ 871							\$ 682			
	Deferred Compensation			\$ 564			\$ 100		\$ 991					\$ 350
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,657	\$ 2,656		\$ 2,431	\$ 2,656		\$ 2,656		\$ 2,389			\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211			\$ 167		\$ 150		\$ 154			\$ 144
	Vision		\$ 45	\$ 31			\$ 26		\$ 13		\$ 24			\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 1,470	\$ 857	\$ 868		\$ 722	\$ 847		\$ 848		\$ 635			\$ 912
	Holidays	\$ 637	\$ 743	\$ 759		\$ 758	\$ 734		\$ 904		\$ 508			\$ 851
	Admin Leave		\$ 286	\$ 271		\$ 337	\$ 198							\$ 486
Allow	Auto	\$ 450		\$ 500										
Benefit Package Total		\$ 6,263	\$ 4,838	\$ 6,731	\$ 0	\$ 4,221	\$ 4,728	\$ 0	\$ 5,719	\$ 0	\$ 4,391	\$ 0	\$ 0	\$ 5,938

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Chief Plant Operator**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Union Sanitary District <sup>6</sup>	[Coach, Wastewater Operations/ Manager, Treatment and Disposal Services]	\$ 18,694	\$ 15,802	\$ 15,488	\$ 5,938	\$ 21,740	9/1/2023	9/1/2024	unknown
2	Delta Diablo Sanitation District <sup>2</sup>	[Operations Supervisor/ Operations Manager]	\$ 16,246	\$ 14,103	\$ 14,932	\$ 6,731	\$ 20,834	7/9/2023	7/1/2024	2.00% - 5.00%
3	Oro Loma Sanitary District	Operations Manager	\$ 17,300	\$ 14,698	\$ 15,460	\$ 5,719	\$ 20,417	6/26/2023	6/24/2024	2.00% - 5.00%
4	Central Marin Sanitation Agency <sup>1</sup>	[Operations Supervisor/ Treatment Plant Manager]	\$ 18,069	\$ 14,860	\$ 14,250	\$ 4,838	\$ 19,698	6/25/2023	unknown	unknown
5	Napa Sanitation District <sup>4</sup>	[Operations Supervisor/ Operations Services Director]	\$ 16,222	\$ 14,681	\$ 15,007	\$ 4,728	\$ 19,409	7/8/2023	unknown	unknown
6	Tahoe Truckee Sanitation	Chief Plant Operator	\$ 12,736	\$ 12,736	\$ 12,736	\$ 6,263	\$ 18,999	9/20/2023	unknown	unknown
7	Monterey One Water <sup>3</sup>	[Operations Supervisor/ Operations Manager]	\$ 13,970	\$ 12,507	\$ 11,819	\$ 4,221	\$ 16,728	6/25/2023	unknown	unknown
8	South Tahoe Public Utility District <sup>5</sup>	Chief Plant Operator	\$ 11,693	\$ 11,000	\$ 11,823	\$ 4,391	\$ 15,391	10/4/2024	unknown	unknown
9	Fairfield Suisun Sewer District	N/C								
10	North Tahoe Public Utility District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 16,028	\$ 13,950	\$ 14,111	\$ 19,174
% Tahoe Truckee Sanitation Agency Above/Below	-25.8%	-9.5%	-10.8%	-0.9%
Median of Comparators	\$ 16,246	\$ 14,681	\$ 14,932	\$ 19,698
% Tahoe Truckee Sanitation Agency Above/Below	-27.6%	-15.3%	-17.2%	-3.7%
75th Percentile	\$ 17,685	\$ 14,779	\$ 15,234	\$ 20,625
% Tahoe Truckee Sanitation Agency Above/Below	-38.9%	-16.0%	-19.6%	-8.6%
Number of Matches	7	7	7	7

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

- 1 - Central Marin Sanitation Agency: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 2 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 3 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 4 - Napa Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 5 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.
- 6 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**CMMS-GIS Technician**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Napa Sanitation District	Asset Management Analyst	\$ 12,151	\$ 109,969	\$ 11,240	\$ 4,281	\$ 15,277	7/8/2023	unknown	unknown
2	Truckee Sanitary District	GIS/IT Specialist	\$ 11,605	\$ 11,605	\$ 11,605	\$ 4,437	\$ 16,042	12/29/2023	unknown	unknown
3	Tahoe City Public Utility District <sup>1</sup>	[Engineering Technician II/ Information Systems and Technology Technician II]	\$ 9,444	\$ 9,706	\$ 9,454	\$ 4,773	\$ 14,479	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
4	Tahoe Truckee Sanitation	CMMS-GIS Technician	\$ 8,009	\$ 8,009	\$ 8,009	\$ 4,570	\$ 12,579	9/20/2023	unknown	unknown
5	Central Marin Sanitation Agency	N/C								
6	Delta Diablo Sanitation District	N/C								
7	Fairfield Suisun Sewer District	N/C								
8	Monterey One Water	N/C								
9	North Tahoe Public Utility District	N/C								
10	Oro Loma Sanitary District	N/C								
11	Silicon Valley Clean Water	N/C								
12	South Tahoe Public Utility District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Number of Matches	3	3	3	3

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - Tahoe City Public Utility District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the same for both matches.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		CMMS-GIS Technician	N/C	N/C	N/C	N/C	Asset Management Analyst	N/C	N/C	N/C	N/C	[Engineering Technician II/ Information Systems and Technology Technician II]	GIS/IT Specialist	N/C
Adjusted Cost of Labor Top Monthly Salary		\$ 8,009					\$ 10,996					\$ 9,706	\$ 11,605	
Retirement	PEPRA	2%@62					2%@62					2%@62	2%@62	
	Employee Cost Share													
	Social Security											\$ 602	\$ 720	
	Deferred Compensation						\$ 100					\$ 194		
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417					\$ 2,656					\$ 2,379	\$ 2,379	
	Dental	\$ 207					\$ 167					\$ 125	\$ 178	
	Vision						\$ 26					\$ 42		
	Other Ins.	\$ 83										\$ 125		
Leaves	Vacation	\$ 462					\$ 550					\$ 821	\$ 714	
	Holidays	\$ 400					\$ 634					\$ 485	\$ 446	
	Admin Leave						\$ 148							
Allow	Auto													
Benefit Package Total		\$ 4,570	\$ 0	\$ 0	\$ 0	\$ 0	\$ 4,281	\$ 0	\$ 0	\$ 0	\$ 0	\$ 4,773	\$ 4,437	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**CMMS-GIS Technician**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Truckee Sanitary District	GIS/IT Specialist	\$ 11,605	\$ 11,605	\$ 11,605	\$ 4,437	\$ 16,042	12/29/2023	unknown	unknown
2	Napa Sanitation District	Asset Management Analyst	\$ 12,151	\$ 10,996	\$ 11,240	\$ 4,281	\$ 15,277	7/8/2023	unknown	unknown
3	Tahoe City Public Utility District	[Engineering Technician II/ Information Systems and Technology Technician II]	\$ 9,444	\$ 9,706	\$ 9,454	\$ 4,773	\$ 14,479	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
4	Tahoe Truckee Sanitation	CMMS-GIS Technician	\$ 8,009	\$ 8,009	\$ 8,009	\$ 4,570	\$ 12,579	9/20/2023	unknown	unknown
5	Central Marin Sanitation Agency	N/C								
6	Delta Diablo Sanitation District	N/C								
7	Fairfield Suisun Sewer District	N/C								
8	Monterey One Water	N/C								
9	North Tahoe Public Utility District	N/C								
10	Oro Loma Sanitary District	N/C								
11	Silicon Valley Clean Water	N/C								
12	South Tahoe Public Utility District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Number of Matches	3	3	3	3

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

1 - Tahoe City Public Utility District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the same for both matches.



**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Customer Service Specialist II**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Union Sanitary District <sup>6</sup>	[Customer Service Fee Analyst/ Engineering Technician II]	\$ 10,624	\$ 8,981	\$ 8,802	\$ 4,426	\$ 13,407	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
2	Tahoe City Public Utility District <sup>6</sup>	[Accounting Assistant II/ Construction Inspector II]	\$ 8,559	\$ 8,797	\$ 8,568	\$ 4,576	\$ 13,373	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
3	Truckee Sanitary District <sup>6</sup>	[Administrative Assistant II/ Administrative Specialist]	\$ 8,366	\$ 8,366	\$ 8,366	\$ 3,912	\$ 12,278	12/29/2023	unknown	unknown
4	Delta Diablo Sanitation District <sup>6</sup>	[Account Clerk II/ Engineering Technician]	\$ 9,476	\$ 8,226	\$ 8,709	\$ 4,686	\$ 12,912	7/9/2023	7/1/2024	2.00% - 5.00%
5	Monterey One Water	Customer Service Representative II	\$ 8,230	\$ 7,368	\$ 6,963	\$ 3,287	\$ 10,655	6/25/2023	unknown	unknown
6	North Tahoe Public Utility District <sup>6</sup>	[Customer Service Representative II/ Contracts and Planning Coordinator]	\$ 6,659	\$ 6,843	\$ 6,665	\$ 4,253	\$ 11,096	7/9/2023	7/1/2024	2.50% - 4.00%
7	<b>Tahoe Truckee Sanitation</b>	<b>Customer Service Specialist II</b>	<b>\$ 6,496</b>	<b>\$ 6,496</b>	<b>\$ 6,496</b>	<b>\$ 4,407</b>	<b>\$ 10,903</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
8	Napa Sanitation District	Administrative Assistant II	\$ 7,134	\$ 6,456	\$ 6,599	\$ 3,731	\$ 10,187	7/8/2023	unknown	unknown
9	South Tahoe Public Utility District <sup>6</sup>	Customer Service Representative II	\$ 6,079	\$ 5,719	\$ 6,146	\$ 3,516	\$ 9,235	10/4/2024	unknown	unknown
10	Central Marin Sanitation Agency	N/C								
11	Fairfield Suisun Sewer District	N/C								
12	Oro Loma Sanitary District	N/C								
13	Silicon Valley Clean Water	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 8,141	\$ 7,595	\$ 7,602	\$ 11,643
% Tahoe Truckee Sanitation Agency Above/Below	-25.3%	-16.9%	-17.0%	-6.8%
Median of Comparators	\$ 8,298	\$ 7,797	\$ 7,665	\$ 11,687
% Tahoe Truckee Sanitation Agency Above/Below	-27.7%	-20.0%	-18.0%	-7.2%
75th Percentile	\$ 8,788	\$ 8,474	\$ 8,603	\$ 13,027
% Tahoe Truckee Sanitation Agency Above/Below	-35.3%	-30.4%	-32.4%	-19.5%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

- 1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 2 - North Tahoe Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 3 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.
- 4 - Tahoe City Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 5 - Truckee Sanitary District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.
- 6 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Customer Service Specialist II	N/C	[Account Clerk II/ Engineering Technician]	N/C	Customer Service Representative II	Administrative Assistant II	[Customer Service Representative III/ Contracts and Planning Coordinator]	N/C	N/C	Customer Service Representative II	[Accounting Assistant II/ Construction Inspector II]	[Administrative Assistant II/ Administrative Specialist]	[Customer Service Fee Analyst/ Engineering Technician II]
Retirement	Adjusted Cost of Labor Top Monthly Salary	\$ 6,496		\$ 8,226		\$ 7,368	\$ 6,456	\$ 6,843			\$ 5,719	\$ 8,797	\$ 8,366	\$ 8,981
	PEPRA	2%@62		2%@62		2%@62	2%@62	2%@62			2%@62	2%@62	2%@62	2%@62
	Employee Cost Share					\$ -15								
	Social Security			\$ 510				\$ 424			\$ 355	\$ 545	\$ 519	
	Deferred Compensation			\$ 329			\$ 100					\$ 176		\$ 42
Insurance	Other Ret.													
	Cafeteria													
	Health	\$ 3,417		\$ 2,656		\$ 2,431	\$ 2,656	\$ 2,637			\$ 2,389	\$ 2,379	\$ 2,379	\$ 3,174
	Dental	\$ 207		\$ 211			\$ 167	\$ 135			\$ 154	\$ 125	\$ 178	\$ 144
	Vision			\$ 31			\$ 26	\$ 55			\$ 24	\$ 42		\$ 22
Leaves	Other Ins.	\$ 83						\$ 292				\$ 125		
	Vacation	\$ 375		\$ 506		\$ 425	\$ 372	\$ 395			\$ 330	\$ 744	\$ 515	\$ 518
	Holidays	\$ 325		\$ 443		\$ 446	\$ 323	\$ 316			\$ 264	\$ 440	\$ 322	\$ 527
	Admin Leave						\$ 87							
Allow	Auto													
Benefit Package Total		\$ 4,407	\$ 0	\$ 4,686	\$ 0	\$ 3,287	\$ 3,731	\$ 4,253	\$ 0	\$ 0	\$ 3,516	\$ 4,576	\$ 3,912	\$ 4,426

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Customer Service Specialist II**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Union Sanitary District <sup>6</sup>	[Customer Service Fee Analyst/ Engineering Technician II]	\$ 10,624	\$ 8,981	\$ 8,802	\$ 4,426	\$ 13,407	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
2	Tahoe City Public Utility District <sup>4</sup>	[Accounting Assistant II/ Construction Inspector II]	\$ 8,559	\$ 8,797	\$ 8,568	\$ 4,576	\$ 13,373	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
3	Delta Diablo Sanitation District <sup>1</sup>	[Account Clerk II/ Engineering Technician]	\$ 9,476	\$ 8,226	\$ 8,709	\$ 4,686	\$ 12,912	7/9/2023	7/1/2024	2.00% - 5.00%
4	Truckee Sanitary District <sup>5</sup>	[Administrative Assistant II/ Administrative Specialist]	\$ 8,366	\$ 8,366	\$ 8,366	\$ 3,912	\$ 12,278	12/29/2023	unknown	unknown
5	North Tahoe Public Utility District <sup>2</sup>	[Customer Service Representative II/ Contracts and Planning Coordinator]	\$ 6,659	\$ 6,843	\$ 6,665	\$ 4,253	\$ 11,096	7/9/2023	7/1/2024	2.50% - 4.00%
6	Tahoe Truckee Sanitation	Customer Service Specialist II	\$ 6,496	\$ 6,496	\$ 6,496	\$ 4,407	\$ 10,903	9/20/2023	7/1/2024	3.23%
7	Monterey One Water	Customer Service Representative II	\$ 8,230	\$ 7,368	\$ 6,963	\$ 3,287	\$ 10,655	6/25/2023	unknown	unknown
8	Napa Sanitation District	Administrative Assistant II	\$ 7,134	\$ 6,456	\$ 6,599	\$ 3,731	\$ 10,187	7/8/2023	unknown	unknown
9	South Tahoe Public Utility District <sup>3</sup>	Customer Service Representative II	\$ 6,079	\$ 5,719	\$ 6,146	\$ 3,516	\$ 9,235	10/4/2024	unknown	unknown
10	Central Marin Sanitation Agency	N/C								
11	Fairfield Suisun Sewer District	N/C								
12	Oro Loma Sanitary District	N/C								
13	Silicon Valley Clean Water	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 8,141	\$ 7,595	\$ 7,602	\$ 11,643
% Tahoe Truckee Sanitation Agency Above/Below	-25.3%	-16.9%	-17.0%	-6.8%
Median of Comparators	\$ 8,298	\$ 7,797	\$ 7,665	\$ 11,687
% Tahoe Truckee Sanitation Agency Above/Below	-27.7%	-20.0%	-18.0%	-7.2%
75th Percentile	\$ 8,788	\$ 8,474	\$ 8,603	\$ 13,027
% Tahoe Truckee Sanitation Agency Above/Below	-35.3%	-30.4%	-32.4%	-19.5%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

- 1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 2 - North Tahoe Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 3 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.
- 4 - Tahoe City Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 5 - Truckee Sanitary District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.
- 6 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Electrical and Instrumentation Technician III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Tahoe City Public Utility District	Operations Technician - Electrician	\$ 10,856	\$ 11,157	\$ 10,867	\$ 5,087	\$ 16,244	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
2	Fairfield Suisun Sewer District	Electrical and Instrumentation Technician II	\$ 12,080	\$ 10,643	\$ 11,820	\$ 5,166	\$ 15,809	4/5/2024	unknown	unknown
3	Oro Loma Sanitary District	Electrical and Instrumentation Technician	\$ 12,527	\$ 10,643	\$ 11,195	\$ 4,340	\$ 14,983	6/26/2023	6/24/2024	2.00% - 5.00%
4	Silicon Valley Clean Water	Senior Plant Mechanic - Instrumentation Technician	\$ 13,283	\$ 10,601	\$ 10,055	\$ 4,250	\$ 14,851	7/1/2023	7/1/2024	4.50%
5	Union Sanitary District	Instrumentation Technician/Electrician	\$ 12,395	\$ 10,478	\$ 10,269	\$ 4,600	\$ 15,078	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
6	<b>Tahoe Truckee Sanitation</b>	<b>Electrical and Instrumentation Technician III</b>	<b>\$ 10,433</b>	<b>\$ 10,433</b>	<b>\$ 10,433</b>	<b>\$ 4,831</b>	<b>\$ 15,264</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
7	Truckee Sanitary District	Mechanical and Electrical Maintenance Worker II	\$ 9,731	\$ 9,731	\$ 9,731	\$ 4,133	\$ 13,864	12/29/2023	unknown	unknown
8	Napa Sanitation District	Equipment Maintenance Specialist II	\$ 10,540	\$ 9,539	\$ 9,751	\$ 4,105	\$ 13,644	7/8/2023	unknown	unknown
9	Monterey One Water	Electrician/Instrumentation Technician II	\$ 10,514	\$ 9,413	\$ 8,895	\$ 3,525	\$ 12,938	6/25/2023	unknown	unknown
10	Delta Diablo Sanitation District	Electrical/Instrumentation Technician II	\$ 10,603	\$ 9,204	\$ 9,746	\$ 4,898	\$ 14,102	7/9/2023	unknown	4.00%
11	Central Marin Sanitation Agency	Electrical and Instrumentation Technician II	\$ 10,329	\$ 8,494	\$ 8,146	\$ 3,865	\$ 12,359	6/25/2023	6/23/2024	CPI
12	South Tahoe Public Utility District <sup>1</sup>	Electrical and Instrumentation Technician II	\$ 8,904	\$ 8,376	\$ 9,003	\$ 3,956	\$ 12,332	10/4/2024	unknown	unknown
13	North Tahoe Public Utility District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 11,069	\$ 9,844	\$ 9,953	\$ 14,200
% Tahoe Truckee Sanitation Agency Above/Below	-6.1%	5.6%	4.6%	7.0%
Median of Comparators	\$ 10,603	\$ 9,731	\$ 9,751	\$ 14,102
% Tahoe Truckee Sanitation Agency Above/Below	-1.6%	6.7%	6.5%	7.6%
75th Percentile	\$ 12,238	\$ 10,622	\$ 10,568	\$ 15,031
% Tahoe Truckee Sanitation Agency Above/Below	-17.3%	-1.8%	-1.3%	1.5%
Number of Matches	11	11	11	11

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Electrical and Instrumentation Technician III	Electrical and Instrumentation Technician II	Electrical/Instrumentation Technician II	Electrical and Instrumentation Technician II	Electrician/Instrumentation Technician II	Equipment Maintenance Specialist II	N/C	Electrical and Instrumentation Technician	Senior Plant Mechanic - Instrumentation Technician	Electrical and Instrumentation Technician II	Operations Technician - Electrician	Mechanical and Electrical Maintenance Worker II	Instrumentation Technician/Electrician
	<b>Adjusted Cost of Labor Top Monthly Salary</b>	\$ 10,433	\$ 8,494	\$ 9,204	\$ 10,643	\$ 9,413	\$ 9,539		\$ 10,643	\$ 10,601	\$ 8,376	\$ 11,157	\$ 9,731	\$ 10,478
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62		2%@60	2%@62	2%@62	2%@62	2%@62	2%@62
	Employee Cost Share					\$ -20								
	Social Security			\$ 571	\$ 660						\$ 519	\$ 692	\$ 603	
	Deferred Compensation			\$ 368	\$ 266		\$ 100		\$ 97	\$ 192		\$ 223		\$ 42
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,656	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656	\$ 2,538	\$ 2,389	\$ 2,379	\$ 2,379	\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167		\$ 150	\$ 193	\$ 154	\$ 125	\$ 178	\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26		\$ 13	\$ 22	\$ 24	\$ 42		\$ 22
	Other Ins.	\$ 83										\$ 125		
Leaves	Vacation	\$ 602	\$ 490	\$ 566	\$ 614	\$ 543	\$ 550		\$ 614	\$ 612	\$ 483	\$ 944	\$ 599	\$ 605
	Holidays	\$ 522	\$ 425	\$ 496	\$ 573	\$ 570	\$ 477		\$ 655	\$ 571	\$ 387	\$ 558	\$ 374	\$ 615
	Admin Leave				\$ 123		\$ 128			\$ 122				
Allow	Auto													
Benefit Package Total		\$ 4,831	\$ 3,865	\$ 4,898	\$ 5,166	\$ 3,525	\$ 4,105	\$ 0	\$ 4,340	\$ 4,250	\$ 3,956	\$ 5,087	\$ 4,133	\$ 4,600

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Electrical and Instrumentation Technician III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Tahoe City Public Utility District	Operations Technician - Electrician	\$ 10,856	\$ 11,157	\$ 10,867	\$ 5,087	\$ 16,244	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
2	Fairfield Suisun Sewer District	Electrical and Instrumentation Technician II	\$ 12,080	\$ 10,643	\$ 11,820	\$ 5,166	\$ 15,809	4/5/2024	unknown	unknown
3	Tahoe Truckee Sanitation	Electrical and Instrumentation Technician III	\$ 10,433	\$ 10,433	\$ 10,433	\$ 4,831	\$ 15,264	9/20/2023	7/1/2024	3.23%
4	Union Sanitary District	Instrumentation Technician/Electrician	\$ 12,395	\$ 10,478	\$ 10,269	\$ 4,600	\$ 15,078	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
5	Oro Loma Sanitary District	Electrical and Instrumentation Technician	\$ 12,527	\$ 10,643	\$ 11,195	\$ 4,340	\$ 14,983	6/26/2023	6/24/2024	2.00% - 5.00%
6	Silicon Valley Clean Water	Senior Plant Mechanic - Instrumentation Technician	\$ 13,283	\$ 10,601	\$ 10,055	\$ 4,250	\$ 14,851	7/1/2023	7/1/2024	4.50%
7	Delta Diablo Sanitation District	Electrical/Instrumentation Technician II	\$ 10,603	\$ 9,204	\$ 9,746	\$ 4,898	\$ 14,102	7/9/2023	unknown	4.00%
8	Truckee Sanitary District	Mechanical and Electrical Maintenance Worker II	\$ 9,731	\$ 9,731	\$ 9,731	\$ 4,133	\$ 13,864	12/29/2023	unknown	unknown
9	Napa Sanitation District	Equipment Maintenance Specialist II	\$ 10,540	\$ 9,539	\$ 9,751	\$ 4,105	\$ 13,644	7/8/2023	unknown	unknown
10	Monterey One Water	Electrician/Instrumentation Technician II	\$ 10,514	\$ 9,413	\$ 8,895	\$ 3,525	\$ 12,938	6/25/2023	unknown	unknown
11	Central Marin Sanitation Agency	Electrical and Instrumentation Technician II	\$ 10,329	\$ 8,494	\$ 8,146	\$ 3,865	\$ 12,359	6/25/2023	6/23/2024	CPI
12	South Tahoe Public Utility District <sup>1</sup>	Electrical and Instrumentation Technician II	\$ 8,904	\$ 8,376	\$ 9,003	\$ 3,956	\$ 12,332	10/4/2024	unknown	unknown
13	North Tahoe Public Utility District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 11,069	\$ 9,844	\$ 9,953	\$ 14,200
% Tahoe Truckee Sanitation Agency Above/Below	-6.1%	5.6%	4.6%	7.0%
Median of Comparators	\$ 10,603	\$ 9,731	\$ 9,751	\$ 14,102
% Tahoe Truckee Sanitation Agency Above/Below	-1.6%	6.7%	6.5%	7.6%
75th Percentile	\$ 12,238	\$ 10,622	\$ 10,568	\$ 15,031
% Tahoe Truckee Sanitation Agency Above/Below	-17.3%	-1.8%	-1.3%	1.5%
Number of Matches	11	11	11	11

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Electrical and Instrumentation Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Fairfield Suisun Sewer District	Maintenance Supervisor	\$ 14,458	\$ 12,738	\$ 14,147	\$ 7,355	\$ 20,093	4/5/2024	unknown	unknown
2	Tahoe Truckee Sanitation	Electrical and Instrumentation Supervisor	\$ 12,736	\$ 12,736	\$ 12,736	\$ 5,079	\$ 17,815	9/20/2023	7/1/2024	3.23%
3	Oro Loma Sanitary District <sup>1</sup>	[Electrical and Instrumentation Technician/ Maintenance Manager]	\$ 14,914	\$ 12,671	\$ 13,328	\$ 5,349	\$ 18,020	6/26/2023	6/24/2024	2.00% - 5.00%
4	Truckee Sanitary District	Mechanical and Electrical Maintenance Supervisor	\$ 12,381	\$ 12,381	\$ 12,381	\$ 4,562	\$ 16,943	12/29/2023	unknown	unknown
5	Napa Sanitation District	Plant Maintenance Supervisor	\$ 12,828	\$ 11,609	\$ 11,867	\$ 4,356	\$ 15,965	7/8/2023	unknown	unknown
6	South Tahoe Public Utility District <sup>2</sup>	Electrical and Instrumentation Supervisor	\$ 12,267	\$ 11,540	\$ 12,404	\$ 4,481	\$ 16,021	10/4/2024	unknown	unknown
7	Central Marin Sanitation Agency	N/C								
8	Delta Diablo Sanitation District	N/C								
9	Monterey One Water	N/C								
10	North Tahoe Public Utility District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 13,370	\$ 12,188	\$ 12,825	\$ 17,408
% Tahoe Truckee Sanitation Agency Above/Below	-5.0%	4.3%	-0.7%	2.3%
Median of Comparators	\$ 12,828	\$ 12,381	\$ 12,404	\$ 16,943
% Tahoe Truckee Sanitation Agency Above/Below	-0.7%	2.8%	2.6%	4.9%
75th Percentile	\$ 14,458	\$ 12,671	\$ 13,328	\$ 18,020
% Tahoe Truckee Sanitation Agency Above/Below	-13.5%	0.5%	-4.6%	-1.2%
Number of Matches	5	5	5	5

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Electrical and Instrumentation Supervisor	N/C	N/C	Maintenance Supervisor	N/C	Plant Maintenance Supervisor	N/C	[Electrical and Instrumentation Technician/ Maintenance Manager]	N/C	Electrical and Instrumentation Supervisor	N/C	Mechanical and Electrical Maintenance Supervisor	N/C
Retirement	Adjusted Cost of Labor Top Monthly Salary	\$ 12,736			\$ 12,738		\$ 11,609		\$ 12,671		\$ 11,540		\$ 12,381	
	PEPRA	2%@62			2%@62		2%@62		2%@60		2%@62		2%@62	
	Employee Cost Share													
	Social Security				\$ 790						\$ 715		\$ 768	
	Deferred Compensation				\$ 1,146		\$ 100		\$ 863					
Insurance	Other Ret.													
	Cafeteria								\$ 157					
	Health	\$ 3,417			\$ 2,656		\$ 2,656		\$ 2,656		\$ 2,389		\$ 2,379	
	Dental	\$ 207			\$ 263		\$ 167		\$ 150		\$ 154		\$ 178	
	Vision				\$ 11		\$ 26		\$ 13		\$ 24			
Leaves	Other Ins.	\$ 83												
	Vacation	\$ 735			\$ 735		\$ 670		\$ 731		\$ 666		\$ 762	
	Holidays	\$ 637			\$ 686		\$ 580		\$ 780		\$ 533		\$ 476	
Allow	Admin Leave				\$ 1,068		\$ 156							
	Auto													
Benefit Package Total		\$ 5,079	\$ 0	\$ 0	\$ 7,355	\$ 0	\$ 4,356	\$ 0	\$ 5,349	\$ 0	\$ 4,481	\$ 0	\$ 4,562	\$ 0



**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Electrical and Instrumentation Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Fairfield Suisun Sewer District	Maintenance Supervisor	\$ 14,458	\$ 12,738	\$ 14,147	\$ 7,355	\$ 20,093	4/5/2024	unknown	unknown
2	Oro Loma Sanitary District <sup>1</sup>	[Electrical and Instrumentation Technician/ Maintenance Manager]	\$ 14,914	\$ 12,671	\$ 13,328	\$ 5,349	\$ 18,020	6/26/2023	6/24/2024	2.00% - 5.00%
3	Tahoe Truckee Sanitation	Electrical and Instrumentation Supervisor	\$ 12,736	\$ 12,736	\$ 12,736	\$ 5,079	\$ 17,815	9/20/2023	7/1/2024	3.23%
4	Truckee Sanitary District	Mechanical and Electrical Maintenance Supervisor	\$ 12,381	\$ 12,381	\$ 12,381	\$ 4,562	\$ 16,943	12/29/2023	unknown	unknown
5	South Tahoe Public Utility District <sup>2</sup>	Electrical and Instrumentation Supervisor	\$ 12,267	\$ 11,540	\$ 12,404	\$ 4,481	\$ 16,021	10/4/2024	unknown	unknown
6	Napa Sanitation District	Plant Maintenance Supervisor	\$ 12,828	\$ 11,609	\$ 11,867	\$ 4,356	\$ 15,965	7/8/2023	unknown	unknown
7	Central Marin Sanitation Agency	N/C								
8	Delta Diablo Sanitation District	N/C								
9	Monterey One Water	N/C								
10	North Tahoe Public Utility District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 13,370	\$ 12,188	\$ 12,825	\$ 17,408
% Tahoe Truckee Sanitation Agency Above/Below	-5.0%	4.3%	-0.7%	2.3%
Median of Comparators	\$ 12,828	\$ 12,381	\$ 12,404	\$ 16,943
% Tahoe Truckee Sanitation Agency Above/Below	-0.7%	2.8%	2.6%	4.9%
75th Percentile	\$ 14,458	\$ 12,671	\$ 13,328	\$ 18,020
% Tahoe Truckee Sanitation Agency Above/Below	-13.5%	0.5%	-4.6%	-1.2%
Number of Matches	5	5	5	5

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

- 1 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.  
2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Executive Assistant-Board Clerk**

Rank	Comparator Agency	Classification Title	Top Monthly Salary							
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
1	Fairfield Suisun Sewer District	Management Analyst	\$ 12,990	\$ 11,445	\$ 12,710	\$ 6,906	\$ 18,351	4/5/2024	unknown	unknown
2	Tahoe City Public Utility District	Executive Assistant	\$ 11,074	\$ 11,381	\$ 11,085	\$ 5,355	\$ 16,736	1/1/2024	unknown	unknown
3	Silicon Valley Clean Water <sup>3</sup>	[Administrative Assistant II/ Business Operations Associate]	\$ 13,678	\$ 10,916	\$ 10,354	\$ 4,288	\$ 15,204	7/1/2023	unknown	unknown
4	North Tahoe Public Utility District <sup>2</sup>	[Contracts and Planning Coordinator/ Board Secretary/Administrative Liaison]	\$ 9,856	\$ 10,129	\$ 9,866	\$ 5,032	\$ 15,161	7/9/2023	7/1/2024	2.50% - 4.00%
5	Union Sanitary District	Executive Assistant to the General Manager/Board	\$ 11,939	\$ 10,093	\$ 9,892	\$ 4,719	\$ 14,812	9/1/2023	9/1/2024	unknown
6	Truckee Sanitary District	Executive Assistant-Board Clerk	\$ 9,975	\$ 9,975	\$ 9,975	\$ 4,173	\$ 14,148	12/29/2023	unknown	unknown
7	Delta Diablo Sanitation District <sup>1</sup>	[Administrative Assistant III/ Office Manager/Secretary to the Board]	\$ 11,280	\$ 9,791	\$ 10,367	\$ 5,714	\$ 15,505	7/9/2023	unknown	4.00%
8	Tahoe Truckee Sanitation	Executive Assistant-Board Clerk	\$ 9,302	\$ 9,302	\$ 9,302	\$ 4,709	\$ 14,011	9/20/2023	7/1/2024	3.23%
9	Central Marin Sanitation Agency	N/C								
10	Monterey One Water	N/C								
11	Napa Sanitation District	N/C								
12	Oro Loma Sanitary District	N/C								
13	South Tahoe Public Utility District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 11,542	\$ 10,533	\$ 10,607	\$ 15,702
% Tahoe Truckee Sanitation Agency Above/Below	-24.1%	-13.2%	-14.0%	-12.1%
Median of Comparators	\$ 11,280	\$ 10,129	\$ 10,354	\$ 15,204
% Tahoe Truckee Sanitation Agency Above/Below	-21.3%	-8.9%	-11.3%	-8.5%
75th Percentile	\$ 12,465	\$ 11,149	\$ 10,726	\$ 16,120
% Tahoe Truckee Sanitation Agency Above/Below	-34.0%	-19.9%	-15.3%	-15.1%
Number of Matches	7	7	7	7

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - North Tahoe Public Utility District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.

3 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
<b>Benchmark/ Comparator Agency Match</b>		Executive Assistant-Board Clerk	N/C	[Administrative Assistant III/ Office Manager/Secretary to the Board]	Management Analyst	N/C	N/C	[Contracts and Planning Coordinator/ Board Secretary/Administrative Liaison]	N/C	[Administrative Assistant II/ Business Operations Associate]	N/C	Executive Assistant	Executive Assistant-Board Clerk	Executive Assistant to the General Manager/Board
	<b>Adjusted Cost of Labor Top Monthly Salary</b>	\$ 9,302		\$ 9,791	\$ 11,445			\$ 10,129		\$ 10,916		\$ 11,381	\$ 9,975	\$ 10,093
<b>Retirement</b>	PEPRA	2%@62		2%@62	2%@62			2%@62		2%@62		2%@62	2%@62	2%@62
	Employee Cost Share													
	Social Security			\$ 607	\$ 710			\$ 628				\$ 706	\$ 618	
	Deferred Compensation			\$ 392	\$ 1,030					\$ 192		\$ 228		\$ 254
	Other Ret.													
<b>Insurance</b>	Cafeteria													
	Health	\$ 3,417		\$ 2,656	\$ 2,656			\$ 2,637		\$ 2,538		\$ 2,379	\$ 2,379	\$ 3,174
	Dental	\$ 207		\$ 211	\$ 263			\$ 135		\$ 193		\$ 125	\$ 178	\$ 144
	Vision			\$ 31	\$ 11			\$ 55		\$ 22		\$ 42		\$ 22
	Other Ins.	\$ 83						\$ 292				\$ 125		
<b>Leaves</b>	Vacation	\$ 537		\$ 603	\$ 660			\$ 623		\$ 630		\$ 963	\$ 614	\$ 582
	Holidays	\$ 465		\$ 527	\$ 616			\$ 467		\$ 588		\$ 569	\$ 384	\$ 543
	Admin Leave			\$ 188	\$ 960			\$ 195		\$ 126		\$ 219		
<b>Allow</b>	Auto			\$ 500										
<b>Benefit Package Total</b>		\$ 4,709	\$ 0	\$ 5,714	\$ 6,906	\$ 0	\$ 0	\$ 5,032	\$ 0	\$ 4,288	\$ 0	\$ 5,355	\$ 4,173	\$ 4,719

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Executive Assistant-Board Clerk**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Fairfield Suisun Sewer District	Management Analyst	\$ 12,990	\$ 11,445	\$ 12,710	\$ 6,906	\$ 18,351	4/5/2024	unknown	unknown
2	Tahoe City Public Utility District	Executive Assistant	\$ 11,074	\$ 11,381	\$ 11,085	\$ 5,355	\$ 16,736	1/1/2024	unknown	unknown
3	Delta Diablo Sanitation District <sup>1</sup>	[Administrative Assistant III/ Office Manager/Secretary to the Board]	\$ 11,280	\$ 9,791	\$ 10,367	\$ 5,714	\$ 15,505	7/9/2023	unknown	4.00%
4	Silicon Valley Clean Water <sup>3</sup>	[Administrative Assistant II/ Business Operations Associate]	\$ 13,678	\$ 10,916	\$ 10,354	\$ 4,288	\$ 15,204	7/1/2023	unknown	unknown
5	North Tahoe Public Utility District <sup>2</sup>	[Contracts and Planning Coordinator/ Board Secretary/Administrative Liaison]	\$ 9,856	\$ 10,129	\$ 9,866	\$ 5,032	\$ 15,161	7/9/2023	7/1/2024	2.50% - 4.00%
6	Union Sanitary District	Executive Assistant to the General Manager/Board	\$ 11,939	\$ 10,093	\$ 9,892	\$ 4,719	\$ 14,812	9/1/2023	9/1/2024	unknown
7	Truckee Sanitary District	Executive Assistant-Board Clerk	\$ 9,975	\$ 9,975	\$ 9,975	\$ 4,173	\$ 14,148	12/29/2023	unknown	unknown
8	<b>Tahoe Truckee Sanitation</b>	<b>Executive Assistant-Board Clerk</b>	<b>\$ 9,302</b>	<b>\$ 9,302</b>	<b>\$ 9,302</b>	<b>\$ 4,709</b>	<b>\$ 14,011</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
9	Central Marin Sanitation Agency	N/C								
10	Monterey One Water	N/C								
11	Napa Sanitation District	N/C								
12	Oro Loma Sanitary District	N/C								
13	South Tahoe Public Utility District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 11,542	\$ 10,533	\$ 10,607	\$ 15,702
% Tahoe Truckee Sanitation Agency Above/Below	-24.1%	-13.2%	-14.0%	-12.1%
Median of Comparators	\$ 11,280	\$ 10,129	\$ 10,354	\$ 15,204
% Tahoe Truckee Sanitation Agency Above/Below	-21.3%	-8.9%	-11.3%	-8.5%
75th Percentile	\$ 12,465	\$ 11,149	\$ 10,726	\$ 16,120
% Tahoe Truckee Sanitation Agency Above/Below	-34.0%	-19.9%	-15.3%	-15.1%
Number of Matches	7	7	7	7

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

- 1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 2 - North Tahoe Public Utility District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.
- 3 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Finance and Administrative Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Chief Financial Officer	\$ 28,975	\$ 23,125	\$ 21,934	\$ 7,234	\$ 30,359	7/1/2023	unknown	unknown
2	North Tahoe Public Utility District	Chief Financial Officer	\$ 20,030	\$ 20,586	\$ 20,050	\$ 7,152	\$ 27,738	7/9/2023	7/1/2024	2.50% - 4.00%
3	Truckee Sanitary District	Finance and Administrative Department Manager	\$ 18,490	\$ 18,490	\$ 18,490	\$ 5,277	\$ 23,767	12/29/2023	unknown	unknown
4	Union Sanitary District <sup>4</sup>	[Coach, Finance and Acquisition Services/ Manager, Business Services/Chief Financial Officer]	\$ 21,373	\$ 18,067	\$ 17,708	\$ 6,260	\$ 24,327	9/1/2023	9/1/2024	unknown
5	Fairfield Suisun Sewer District	Director of Administrative Services	\$ 20,199	\$ 17,796	\$ 19,764	\$ 8,880	\$ 26,676	4/5/2024	unknown	unknown
6	Delta Diablo Sanitation District <sup>1</sup>	[Finance Manager/ Business Services Director]	\$ 19,275	\$ 16,732	\$ 17,716	\$ 7,190	\$ 23,922	7/9/2023	unknown	4.00%
7	South Tahoe Public Utility District <sup>3</sup>	Chief Financial Officer	\$ 17,775	\$ 16,722	\$ 17,973	\$ 5,175	\$ 21,897	10/4/2024	unknown	unknown
8	Monterey One Water <sup>2</sup>	[Controller/ Chief Finance Officer]	\$ 18,407	\$ 16,479	\$ 15,573	\$ 4,789	\$ 21,268	3/4/2024	unknown	unknown
9	Napa Sanitation District	Finance Director	\$ 18,188	\$ 16,460	\$ 16,825	\$ 5,853	\$ 22,313	7/8/2023	unknown	unknown
10	Tahoe City Public Utility District <sup>4</sup>	[Accounting Manager/ Chief Financial Officer]	\$ 15,471	\$ 15,900	\$ 15,486	\$ 6,906	\$ 22,806	1/1/2024	unknown	unknown
11	Tahoe Truckee Sanitation	Finance and Administrative Department Manager	\$ 15,704	\$ 15,704	\$ 15,704	\$ 6,304	\$ 22,008	9/20/2023	7/1/2024	3.23%
12	Central Marin Sanitation Agency	N/C								
13	Oro Loma Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 19,818	\$ 18,036	\$ 18,152	\$ 24,507
% Tahoe Truckee Sanitation Agency Above/Below	-26.2%	-14.8%	-15.6%	-11.4%
Median of Comparators	\$ 18,883	\$ 17,264	\$ 17,845	\$ 23,844
% Tahoe Truckee Sanitation Agency Above/Below	-20.2%	-9.9%	-13.6%	-8.3%
75th Percentile	\$ 20,157	\$ 18,384	\$ 19,446	\$ 26,089
% Tahoe Truckee Sanitation Agency Above/Below	-28.4%	-17.1%	-23.8%	-18.5%
Number of Matches	10	10	10	10

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

4 - Tahoe City Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

5 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Finance and Administrative Department Manager	N/C	[Finance Manager/ Business Services Director]	Director of Administrative Services	[Controller/ Chief Finance Officer]	Finance Director	Chief Financial Officer	N/C	Chief Financial Officer	Chief Financial Officer	[Accounting Manager/ Chief Financial Officer]	Finance and Administrative Department Manager	[Coach, Finance and Acquisition Services/ Manager, Business Services/Chief Financial Officer]
	Adjusted Cost of Labor Top Monthly Salary	\$ 15,704		\$ 16,732	\$ 17,796	\$ 16,479	\$ 16,460	\$ 20,586		\$ 23,125	\$ 16,722	\$ 15,900	\$ 18,490	\$ 18,067
Retirement	PEPRA	2%@62		2%@62	2%@62	2%@62	2%@62	2%@62		2%@62	2%@62	2%@62	2%@62	2%@62
	Employee Cost Share					\$ -35								
	Social Security			\$ 871	\$ 871			\$ 871			\$ 871	\$ 871	\$ 871	
	Deferred Compensation			\$ 669	\$ 1,602		\$ 250			\$ 385		\$ 318		\$ 350
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417		\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656	\$ 2,637		\$ 2,538	\$ 2,389	\$ 2,379	\$ 2,379	\$ 3,174
	Dental	\$ 207		\$ 211	\$ 263		\$ 167	\$ 135		\$ 193	\$ 154	\$ 125	\$ 178	\$ 144
	Vision			\$ 31	\$ 11		\$ 26	\$ 55		\$ 22	\$ 24	\$ 42		\$ 22
	Other Ins.	\$ 83						\$ 125				\$ 125		
Leaves	Vacation	\$ 1,812		\$ 1,030	\$ 1,027	\$ 951	\$ 950	\$ 1,584		\$ 1,779	\$ 965	\$ 1,345	\$ 1,138	\$ 1,042
	Holidays	\$ 785		\$ 901	\$ 958	\$ 998	\$ 823	\$ 950		\$ 1,245	\$ 772	\$ 795	\$ 711	\$ 973
	Admin Leave			\$ 322	\$ 1,493	\$ 444	\$ 981	\$ 396		\$ 623		\$ 306		\$ 556
Allow	Auto			\$ 500				\$ 400		\$ 450		\$ 600		
Benefit Package Total		\$ 6,304	\$ 0	\$ 7,190	\$ 8,880	\$ 4,789	\$ 5,853	\$ 7,152	\$ 0	\$ 7,234	\$ 5,175	\$ 6,906	\$ 5,277	\$ 6,260

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Finance and Administrative Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary					Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Benefits Package*	Total Monthly Comp*			
1	Silicon Valley Clean Water	Chief Financial Officer	\$ 28,975	\$ 23,125	\$ 21,934	\$ 7,234	\$ 30,359	7/1/2023	unknown	unknown
2	North Tahoe Public Utility District	Chief Financial Officer	\$ 20,030	\$ 20,586	\$ 20,050	\$ 7,152	\$ 27,738	7/9/2023	7/1/2024	2.50% - 4.00%
3	Fairfield Suisun Sewer District	Director of Administrative Services	\$ 20,199	\$ 17,796	\$ 19,764	\$ 8,880	\$ 26,676	4/5/2024	unknown	unknown
4	Union Sanitary District <sup>6</sup>	[Coach, Finance and Acquisition Services/ Manager, Business Services/Chief Financial Officer]	\$ 21,373	\$ 18,067	\$ 17,708	\$ 6,260	\$ 24,327	9/1/2023	9/1/2024	unknown
5	Delta Diablo Sanitation District <sup>1</sup>	[Finance Manager/ Business Services Director]	\$ 19,275	\$ 16,732	\$ 17,716	\$ 7,190	\$ 23,922	7/9/2023	unknown	4.00%
6	Truckee Sanitary District	Finance and Administrative Department Manager	\$ 18,490	\$ 18,490	\$ 18,490	\$ 5,277	\$ 23,767	12/29/2023	unknown	unknown
7	Tahoe City Public Utility District <sup>4</sup>	[Accounting Manager/ Chief Financial Officer]	\$ 15,471	\$ 15,900	\$ 15,486	\$ 6,906	\$ 22,806	1/1/2024	unknown	unknown
8	Napa Sanitation District	Finance Director	\$ 18,188	\$ 16,460	\$ 16,825	\$ 5,853	\$ 22,313	7/8/2023	unknown	unknown
9	Tahoe Truckee Sanitation	Finance and Administrative Department Manager	\$ 15,704	\$ 15,704	\$ 15,704	\$ 6,304	\$ 22,008	9/20/2023	7/1/2024	3.23%
10	South Tahoe Public Utility District <sup>3</sup>	Chief Financial Officer	\$ 17,775	\$ 16,722	\$ 17,973	\$ 5,175	\$ 21,897	10/4/2024	unknown	unknown
11	Monterey One Water <sup>2</sup>	[Controller/ Chief Finance Officer]	\$ 18,407	\$ 16,479	\$ 15,573	\$ 4,789	\$ 21,268	3/4/2024	unknown	unknown
12	Central Marin Sanitation Agency	N/C								
13	Oro Loma Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 19,818	\$ 18,036	\$ 18,152	\$ 24,507
% Tahoe Truckee Sanitation Agency Above/Below	-26.2%	-14.8%	-15.6%	-11.4%
Median of Comparators	\$ 18,883	\$ 17,264	\$ 17,845	\$ 23,844
% Tahoe Truckee Sanitation Agency Above/Below	-20.2%	-9.9%	-13.6%	-8.3%
75th Percentile	\$ 20,157	\$ 18,384	\$ 19,446	\$ 26,089
% Tahoe Truckee Sanitation Agency Above/Below	-28.4%	-17.1%	-23.8%	-18.5%
Number of Matches	10	10	10	10

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

- 1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 2 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 3 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.
- 4 - Tahoe City Public Utility District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 5 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**General Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Manager	\$ 34,485	\$ 27,522	\$ 26,105	\$ 7,477	\$ 34,999	7/1/2023	unknown	unknown
2	Fairfield Suisun Sewer District	General Manager	\$ 30,040	\$ 26,467	\$ 29,394	\$ 11,355	\$ 37,822	4/5/2024	unknown	unknown
3	North Tahoe Public Utility District	General Manager/CEO	\$ 24,384	\$ 25,061	\$ 24,409	\$ 8,089	\$ 33,150	7/9/2023	7/1/2024	2.50% - 4.00%
4	Tahoe City Public Utility District	General Manager	\$ 24,064	\$ 24,732	\$ 24,088	\$ 8,830	\$ 33,562	1/1/2024	unknown	unknown
5	Delta Diablo Sanitation District	General Manager	\$ 27,284	\$ 23,684	\$ 25,077	\$ 8,404	\$ 32,088	7/9/2023	unknown	4.00%
6	Monterey One Water	General Manager	\$ 26,357	\$ 23,596	\$ 22,298	\$ 8,898	\$ 32,494	12/24/2023	unknown	unknown
7	South Tahoe Public Utility District <sup>1</sup>	General Manager	\$ 24,549	\$ 23,094	\$ 24,822	\$ 7,352	\$ 30,446	8/17/2023	8/15/2024	unknown
8	Truckee Sanitary District	General Manager/Chief Engineer	\$ 22,721	\$ 22,721	\$ 22,721	\$ 7,523	\$ 30,244	12/29/2023	unknown	unknown
9	Oro Loma Sanitary District	General Manager	\$ 26,091	\$ 22,167	\$ 23,316	\$ 9,542	\$ 31,709	9/19/2023	6/24/2024	2.00% - 5.00%
10	Central Marin Sanitation Agency	General Manager	\$ 26,746	\$ 21,995	\$ 21,093	\$ 6,592	\$ 28,587	6/23/2023	unknown	unknown
11	<b>Tahoe Truckee Sanitation</b>	<b>General Manager</b>	<b>\$ 21,609</b>	<b>\$ 21,609</b>	<b>\$ 21,609</b>	<b>\$ 7,731</b>	<b>\$ 29,340</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
12	Napa Sanitation District	General Manager	\$ 23,707	\$ 21,454	\$ 21,930	\$ 8,269	\$ 29,723	7/8/2023	1/1/2025	2.70%
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 26,403	\$ 23,863	\$ 24,114	\$ 32,257
% Tahoe Truckee Sanitation Agency Above/Below	-22.2%	-10.4%	-11.6%	-9.9%
Median of Comparators	\$ 26,091	\$ 23,596	\$ 24,088	\$ 32,088
% Tahoe Truckee Sanitation Agency Above/Below	-20.7%	-9.2%	-11.5%	-9.4%
75th Percentile	\$ 27,015	\$ 24,897	\$ 24,950	\$ 33,356
% Tahoe Truckee Sanitation Agency Above/Below	-25.0%	-15.2%	-15.5%	-13.7%
Number of Matches	11	11	11	11

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.



Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		General Manager	General Manager	General Manager	General Manager	General Manager	General Manager	General Manager/CEO	General Manager	Manager	General Manager	General Manager	General Manager/Chief Engineer	N/C
	Adjusted Cost of Labor Top Monthly Salary	\$ 21,609	\$ 21,995	\$ 23,684	\$ 26,467	\$ 23,596	\$ 21,454	\$ 25,061	\$ 22,167	\$ 27,522	\$ 23,094	\$ 24,732	\$ 22,721	
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62	2%@60	2%@62	2%@62	2%@62	2%@62	
	Employee Cost Share					\$ -50								
	Social Security			\$ 871	\$ 871			\$ 871			\$ 871	\$ 871	\$ 871	
	Deferred Compensation			\$ 947	\$ 2,382	\$ 2,186	\$ 1,000		\$ 2,572	\$ 385		\$ 1,484		
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,658	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656	\$ 2,637	\$ 2,656	\$ 2,538	\$ 2,389	\$ 2,379	\$ 2,379	
	Dental	\$ 207	\$ 251	\$ 211	\$ 263		\$ 167	\$ 135	\$ 150	\$ 193	\$ 154	\$ 125	\$ 178	
	Vision		\$ 46	\$ 31	\$ 11		\$ 26	\$ 55	\$ 13	\$ 22	\$ 24	\$ 42		
	Other Ins.	\$ 83						\$ 125				\$ 125		
Leaves	Vacation	\$ 2,493	\$ 1,269	\$ 1,457	\$ 1,527	\$ 1,429	\$ 1,238	\$ 1,928	\$ 2,131	\$ 2,117	\$ 1,954	\$ 2,093	\$ 2,622	
	Holidays	\$ 1,080	\$ 1,100	\$ 1,275	\$ 1,425	\$ 1,815	\$ 1,073	\$ 1,157	\$ 1,364	\$ 1,482	\$ 1,066	\$ 1,237	\$ 874	
	Admin Leave		\$ 1,269	\$ 455	\$ 2,220	\$ 635	\$ 1,609	\$ 482		\$ 741	\$ 444	\$ 476		
Allow	Auto	\$ 450		\$ 500		\$ 450	\$ 500	\$ 700	\$ 500		\$ 450		\$ 600	
Benefit Package Total		\$ 7,731	\$ 6,592	\$ 8,404	\$ 11,355	\$ 8,898	\$ 8,269	\$ 8,089	\$ 9,542	\$ 7,477	\$ 7,352	\$ 8,830	\$ 7,523	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**General Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Fairfield Suisun Sewer District	General Manager	\$ 30,040	\$ 26,467	\$ 29,394	\$ 11,355	\$ 37,822	4/5/2024	unknown	unknown
2	Silicon Valley Clean Water	Manager	\$ 34,485	\$ 27,522	\$ 26,105	\$ 7,477	\$ 34,999	7/1/2023	unknown	unknown
3	Tahoe City Public Utility District	General Manager	\$ 24,064	\$ 24,732	\$ 24,088	\$ 8,830	\$ 33,562	1/1/2024	unknown	unknown
4	North Tahoe Public Utility District	General Manager/CEO	\$ 24,384	\$ 25,061	\$ 24,409	\$ 8,089	\$ 33,150	7/9/2023	7/1/2024	2.50% - 4.00%
5	Monterey One Water	General Manager	\$ 26,357	\$ 23,596	\$ 22,298	\$ 8,898	\$ 32,494	12/24/2023	unknown	unknown
6	Delta Diablo Sanitation District	General Manager	\$ 27,284	\$ 23,684	\$ 25,077	\$ 8,404	\$ 32,088	7/9/2023	unknown	4.00%
7	Oro Loma Sanitary District	General Manager	\$ 26,091	\$ 22,167	\$ 23,316	\$ 9,542	\$ 31,709	9/19/2023	6/24/2024	2.00% - 5.00%
8	South Tahoe Public Utility District <sup>1</sup>	General Manager	\$ 24,549	\$ 23,094	\$ 24,822	\$ 7,352	\$ 30,446	8/17/2023	8/15/2024	unknown
9	Truckee Sanitary District	General Manager/Chief Engineer	\$ 22,721	\$ 22,721	\$ 22,721	\$ 7,523	\$ 30,244	12/29/2023	unknown	unknown
10	Napa Sanitation District	General Manager	\$ 23,707	\$ 21,454	\$ 21,930	\$ 8,269	\$ 29,723	7/8/2023	1/1/2025	2.70%
11	Tahoe Truckee Sanitation	General Manager	\$ 21,609	\$ 21,609	\$ 21,609	\$ 7,731	\$ 29,340	9/20/2023	7/1/2024	3.23%
12	Central Marin Sanitation Agency	General Manager	\$ 26,746	\$ 21,995	\$ 21,093	\$ 6,592	\$ 28,587	6/23/2023	unknown	unknown
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 26,403	\$ 23,863	\$ 24,114	\$ 32,257
% Tahoe Truckee Sanitation Agency Above/Below	-22.2%	-10.4%	-11.6%	-9.9%
Median of Comparators	\$ 26,091	\$ 23,596	\$ 24,088	\$ 32,088
% Tahoe Truckee Sanitation Agency Above/Below	-20.7%	-9.2%	-11.5%	-9.4%
75th Percentile	\$ 27,015	\$ 24,897	\$ 24,950	\$ 33,356
% Tahoe Truckee Sanitation Agency Above/Below	-25.0%	-15.2%	-15.5%	-13.7%
Number of Matches	11	11	11	11

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Human Resources Administrator**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Human Resources Director	\$ 19,832	\$ 15,828	\$ 15,013	\$ 5,633	\$ 21,461	7/1/2023	unknown	unknown
2	Tahoe City Public Utility District	Human Resources Manager	\$ 14,344	\$ 14,742	\$ 14,358	\$ 6,104	\$ 20,846	1/1/2024	unknown	unknown
3	Fairfield Suisun Sewer District	Human Resource Manager	\$ 16,205	\$ 14,277	\$ 15,856	\$ 7,875	\$ 22,152	4/5/2024	unknown	unknown
4	South Tahoe Public Utility	Human Resources Director	\$ 14,731	\$ 13,858	\$ 14,895	\$ 4,865	\$ 18,723	10/4/2024	unknown	unknown
5	Union Sanitary District <sup>2</sup>	[Senior Human Resources Analyst/ Human Resources Manager]	\$ 16,332	\$ 13,806	\$ 13,531	\$ 5,654	\$ 19,460	9/1/2023	9/1/2024	unknown
6	Delta Diablo Sanitation District	Human Resources and Risk Manager	\$ 15,804	\$ 13,718	\$ 14,525	\$ 6,643	\$ 20,361	7/9/2023	unknown	4.00%
7	Truckee Sanitary District	Human Resources and Risk Manager	\$ 13,303	\$ 13,303	\$ 13,303	\$ 4,712	\$ 18,015	12/29/2023	unknown	unknown
8	<b>Tahoe Truckee Sanitation</b>	<b>Human Resources Administrator</b>	<b>\$ 12,993</b>	<b>\$ 12,993</b>	<b>\$ 12,993</b>	<b>\$ 5,856</b>	<b>\$ 18,849</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
9	North Tahoe Public Utility District	Human Resources Manager	\$ 12,626	\$ 12,976	\$ 12,638	\$ 5,569	\$ 18,545	7/9/2023	7/1/2024	2.50% - 4.00%
10	Central Marin Sanitation Agency	N/C								
11	Monterey One Water	N/C								
12	Napa Sanitation District	N/C								
13	Oro Loma Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 15,397	\$ 14,064	\$ 14,265	\$ 19,946
% Tahoe Truckee Sanitation Agency Above/Below	-18.5%	-8.2%	-9.8%	-5.8%
Median of Comparators	\$ 15,268	\$ 13,832	\$ 14,442	\$ 19,911
% Tahoe Truckee Sanitation Agency Above/Below	-17.5%	-6.5%	-11.1%	-5.6%
75th Percentile	\$ 16,237	\$ 14,393	\$ 14,925	\$ 21,000
% Tahoe Truckee Sanitation Agency Above/Below	-25.0%	-10.8%	-14.9%	-11.4%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

2 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Human Resources Administrator	N/C	Human Resources and Risk Manager	Human Resource Manager	N/C	N/C	Human Resources Manager	N/C	Human Resources Director	Human Resources Director	Human Resources Manager	Human Resources and Risk Manager	[Senior Human Resources Analyst/ Human Resources Manager]
	<b>Adjusted Cost of Labor Top Monthly Salary</b>	\$ 12,993		\$ 13,718	\$ 14,277			\$ 12,976		\$ 15,828	\$ 13,858	\$ 14,742	\$ 13,303	\$ 13,806
Retirement	PEPRA	2%@62		2%@62	2%@62			2%@62		2%@62	2%@62	2%@62	2%@62	2%@62
	Employee Cost Share													
	Social Security			\$ 851	\$ 871			\$ 805		\$ 859	\$ 871	\$ 825		
	Deferred Compensation			\$ 549	\$ 1,285					\$ 385		\$ 295		\$ 350
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417		\$ 2,656	\$ 2,656			\$ 2,637		\$ 2,538	\$ 2,389	\$ 2,379	\$ 2,379	\$ 3,174
	Dental	\$ 207		\$ 211	\$ 263			\$ 135		\$ 193	\$ 154	\$ 125	\$ 178	\$ 144
	Vision			\$ 31	\$ 11			\$ 55		\$ 22	\$ 24	\$ 42		\$ 22
	Other Ins.	\$ 83						\$ 292				\$ 125		
Leaves	Vacation	\$ 1,499		\$ 844	\$ 824			\$ 799		\$ 1,218	\$ 800	\$ 1,247	\$ 819	\$ 797
	Holidays	\$ 650		\$ 739	\$ 769			\$ 599		\$ 852	\$ 640	\$ 737	\$ 512	\$ 743
	Admin Leave			\$ 264	\$ 1,197			\$ 250		\$ 426		\$ 284		\$ 425
Allow	Auto			\$ 500										
Benefit Package Total		\$ 5,856	\$ 0	\$ 6,643	\$ 7,875	\$ 0	\$ 0	\$ 5,569	\$ 0	\$ 5,633	\$ 4,865	\$ 6,104	\$ 4,712	\$ 5,654

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Human Resources Administrator**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Fairfield Suisun Sewer District	Human Resource Manager	\$ 16,205	\$ 14,277	\$ 15,856	\$ 7,875	\$ 22,152	4/5/2024	unknown	unknown
2	Silicon Valley Clean Water	Human Resources Director	\$ 19,832	\$ 15,828	\$ 15,013	\$ 5,633	\$ 21,461	7/1/2023	unknown	unknown
3	Tahoe City Public Utility District	Human Resources Manager	\$ 14,344	\$ 14,742	\$ 14,358	\$ 6,104	\$ 20,846	1/1/2024	unknown	unknown
4	Delta Diablo Sanitation District	Human Resources and Risk Manager	\$ 15,804	\$ 13,718	\$ 14,525	\$ 6,643	\$ 20,361	7/9/2023	unknown	4.00%
5	Union Sanitary District <sup>2</sup>	[Senior Human Resources Analyst/ Human Resources Manager]	\$ 16,332	\$ 13,806	\$ 13,531	\$ 5,654	\$ 19,460	9/1/2023	9/1/2024	unknown
6	Tahoe Truckee Sanitation	Human Resources Administrator	\$ 12,993	\$ 12,993	\$ 12,993	\$ 5,856	\$ 18,849	9/20/2023	7/1/2024	3.23%
7	South Tahoe Public Utility District <sup>1</sup>	Human Resources Director	\$ 14,731	\$ 13,858	\$ 14,895	\$ 4,865	\$ 18,723	10/4/2024	unknown	unknown
8	North Tahoe Public Utility District	Human Resources Manager	\$ 12,626	\$ 12,976	\$ 12,638	\$ 5,569	\$ 18,545	7/9/2023	7/1/2024	2.50% - 4.00%
9	Truckee Sanitary District	Human Resources and Risk Manager	\$ 13,303	\$ 13,303	\$ 13,303	\$ 4,712	\$ 18,015	12/29/2023	unknown	unknown
10	Central Marin Sanitation Agency	N/C								
11	Monterey One Water	N/C								
12	Napa Sanitation District	N/C								
13	Oro Loma Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 15,397	\$ 14,064	\$ 14,265	\$ 19,946
% Tahoe Truckee Sanitation Agency Above/Below	-18.5%	-8.2%	-9.8%	-5.8%
Median of Comparators	\$ 15,268	\$ 13,832	\$ 14,442	\$ 19,911
% Tahoe Truckee Sanitation Agency Above/Below	-17.5%	-6.5%	-11.1%	-5.6%
75th Percentile	\$ 16,237	\$ 14,393	\$ 14,925	\$ 21,000
% Tahoe Truckee Sanitation Agency Above/Below	-25.0%	-10.8%	-14.9%	-11.4%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

2 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Information Technology Specialist II (Information Technology Specialist)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Tahoe Truckee Sanitation	Information Technology Specialist II (Information Technology Specialist)	\$ 10,696	\$ 10,696	\$ 10,696	\$ 4,859	\$ 15,555	9/20/2023	7/1/2024	3.23%
2	Monterey One Water	Information Systems Analyst II	\$ 11,052	\$ 9,894	\$ 9,350	\$ 3,580	\$ 13,474	6/25/2023	unknown	unknown
3	North Tahoe Public Utility District	Operational and Information Technology Technician II	\$ 8,894	\$ 9,141	\$ 8,903	\$ 4,634	\$ 13,775	7/9/2023	7/1/2024	2.50% - 4.00%
4	Central Marin Sanitation Agency	N/C								
5	Delta Diablo Sanitation District	N/C								
6	Fairfield Suisun Sewer District	N/C								
7	Napa Sanitation District	N/C								
8	Oro Loma Sanitary District	N/C								
9	Silicon Valley Clean Water	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Number of Matches	2	2	2	2

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

**Tahoe Truckee Sanitation Agency**  
**Benefit Detail - Adjusted Cost of Labor**  
**May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
<b>Benchmark/ Comparator Agency Match</b>		Information Technology Specialist II (Information Technology Specialist)	N/C	N/C	N/C	Information Systems Analyst II	N/C	Operational and Information Technology Technician II	N/C	N/C	N/C	N/C	N/C	N/C
<b>Retirement</b>	<b>Adjusted Cost of Labor Top Monthly Salary</b>	\$ 10,696				\$ 9,894		\$ 9,141						
	PEPRA	2%@62				2%@62		2%@62						
	Employee Cost Share					\$ -21								
	Social Security							\$ 567						
	Deferred Compensation													
<b>Insurance</b>	Other Ret.													
	Cafeteria													
	Health	\$ 3,417				\$ 2,431		\$ 2,637						
	Dental	\$ 207						\$ 135						
	Vision							\$ 55						
<b>Leaves</b>	Other Ins.	\$ 83						\$ 292						
	Vacation	\$ 617				\$ 571		\$ 527						
	Holidays	\$ 535				\$ 599		\$ 422						
	Admin Leave													
<b>Allow</b>	Auto													
<b>Benefit Package Total</b>		\$ 4,859	\$ 0	\$ 0	\$ 0	\$ 3,580	\$ 0	\$ 4,634	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Information Technology Specialist II (Information Technology Specialist)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Tahoe Truckee Sanitation	Information Technology Specialist II (Information Technology Specialist)	\$ 10,696	\$ 10,696	\$ 10,696	\$ 4,859	\$ 15,555	9/20/2023	7/1/2024	3.23%
2	North Tahoe Public Utility District	Operational and Information Technology Technician II	\$ 8,894	\$ 9,141	\$ 8,903	\$ 4,634	\$ 13,775	7/9/2023	7/1/2024	2.50% - 4.00%
3	Monterey One Water	Information Systems Analyst II	\$ 11,052	\$ 9,894	\$ 9,350	\$ 3,580	\$ 13,474	6/25/2023	unknown	unknown
4	Central Marin Sanitation Agency	N/C								
5	Delta Diablo Sanitation District	N/C								
6	Fairfield Suisun Sewer District	N/C								
7	Napa Sanitation District	N/C								
8	Oro Loma Sanitary District	N/C								
9	Silicon Valley Clean Water	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Number of Matches	2	2	2	2

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator



**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Information Technology Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary					Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Benefits Package*	Total Monthly Comp*			
1	Monterey One Water <sup>2</sup>	[Senior Information Systems Analyst/ Director of Information Systems/Chief Technology Officer]	\$ 15,506	\$ 13,881	\$ 13,118	\$ 4,684	\$ 18,565	2/26/2024	unknown	unknown
2	Central Marin Sanitation Agency	Information System Administrator	\$ 16,779	\$ 13,798	\$ 13,233	\$ 4,703	\$ 18,501	6/23/2023	unknown	unknown
3	Tahoe City Public Utility District	Information Systems and Technology Administrator	\$ 12,985	\$ 13,345	\$ 12,998	\$ 5,818	\$ 19,163	1/1/2024	unknown	unknown
4	Union Sanitary District <sup>4</sup>	[Senior Information Technology Analyst/ Information Technology Administrator]	\$ 15,298	\$ 12,931	\$ 12,674	\$ 5,284	\$ 18,215	9/1/2023	9/1/2024	unknown
5	<b>Tahoe Truckee Sanitation</b>	<b>Information Technology Supervisor</b>	\$ 12,736	\$ 12,736	\$ 12,736	\$ 5,079	\$ 17,815	9/20/2023	7/1/2024	3.23%
6	Delta Diablo Sanitation District <sup>1</sup>	[Systems Administrator/ Information Technology Manager]	\$ 14,552	\$ 12,632	\$ 13,375	\$ 5,886	\$ 18,518	7/9/2023	7/1/2024	2.00% - 5.00%
7	South Tahoe Public Utility District <sup>3</sup>	Network Telecomm Systems Administrator II	\$ 10,894	\$ 10,248	\$ 11,015	\$ 4,267	\$ 14,515	10/4/2024	unknown	unknown
8	Fairfield Suisun Sewer District	N/C								
9	Napa Sanitation District	N/C								
10	North Tahoe Public Utility District	N/C								
11	Oro Loma Sanitary District	N/C								
12	Silicon Valley Clean Water	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 14,336	\$ 12,806	\$ 12,736	\$ 17,913
% Tahoe Truckee Sanitation Agency Above/Below	-12.6%	-0.5%	0.0%	-0.6%
Median of Comparators	\$ 14,925	\$ 13,138	\$ 13,058	\$ 18,510
% Tahoe Truckee Sanitation Agency Above/Below	-17.2%	-3.2%	-2.5%	-3.9%
75th Percentile	\$ 15,454	\$ 13,685	\$ 13,204	\$ 18,554
% Tahoe Truckee Sanitation Agency Above/Below	-21.3%	-7.4%	-3.7%	-4.1%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

4 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Information Technology Supervisor	Information System Administrator	[Systems Administrator/ Information Technology Manager]	N/C	[Senior Information Systems Analyst/ Director of Information Systems/Chief Technology Officer]	N/C	N/C	N/C	N/C	Network Telecomm Systems Administrator II	Information Systems and Technology Administrator	N/C	[Senior Information Technology Analyst/ Information Technology Administrator]
	Adjusted Cost of Labor Top Monthly Salary	\$ 12,736	\$ 13,798	\$ 12,632		\$ 13,881					\$ 10,248	\$ 13,345		\$ 12,931
Retirement	PEPRA	2%@62	2%@62	2%@62		2%@62					2%@62	2%@62		2%@62
	Employee Cost Share					\$ -29								
	Social Security			\$ 783							\$ 635	\$ 827		
	Deferred Compensation			\$ 505								\$ 267		\$ 254
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417	\$ 2,657	\$ 2,656		\$ 2,431					\$ 2,389	\$ 2,379		\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211							\$ 154	\$ 125		\$ 144
	Vision		\$ 45	\$ 31							\$ 24	\$ 42		\$ 22
	Other Ins.	\$ 83										\$ 125		
Leaves	Vacation	\$ 735	\$ 796	\$ 777		\$ 1,068					\$ 591	\$ 1,129		\$ 746
	Holidays	\$ 637	\$ 690	\$ 680		\$ 841					\$ 473	\$ 667		\$ 696
	Admin Leave		\$ 265	\$ 243		\$ 374						\$ 257		\$ 249
Allow	Auto													
Benefit Package Total		\$ 5,079	\$ 4,703	\$ 5,886	\$ 0	\$ 4,684	\$ 0	\$ 0	\$ 0	\$ 0	\$ 4,267	\$ 5,818	\$ 0	\$ 5,284

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Information Technology Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Tahoe City Public Utility District	Information Systems and Technology Administrator	\$ 12,985	\$ 13,345	\$ 12,998	\$ 5,818	\$ 19,163	1/1/2024	unknown	unknown
2	Monterey One Water <sup>2</sup>	[Senior Information Systems Analyst/ Director of Information Systems/Chief Technology Officer]	\$ 15,506	\$ 13,881	\$ 13,118	\$ 4,684	\$ 18,565	2/26/2024	unknown	unknown
3	Delta Diablo Sanitation District <sup>1</sup>	[Systems Administrator/ Information Technology Manager]	\$ 14,552	\$ 12,632	\$ 13,375	\$ 5,886	\$ 18,518	7/9/2023	7/1/2024	2.00% - 5.00%
4	Central Marin Sanitation Agency	Information System Administrator	\$ 16,779	\$ 13,798	\$ 13,233	\$ 4,703	\$ 18,501	6/23/2023	unknown	unknown
5	Union Sanitary District <sup>4</sup>	[Senior Information Technology Analyst/ Information Technology Administrator]	\$ 15,298	\$ 12,931	\$ 12,674	\$ 5,284	\$ 18,215	9/1/2023	9/1/2024	unknown
6	Tahoe Truckee Sanitation	Information Technology Supervisor	\$ 12,736	\$ 12,736	\$ 12,736	\$ 5,079	\$ 17,815	9/20/2023	7/1/2024	3.23%
7	South Tahoe Public Utility District <sup>3</sup>	Network Telecomm Systems Administrator II	\$ 10,894	\$ 10,248	\$ 11,015	\$ 4,267	\$ 14,515	10/4/2024	unknown	unknown
8	Fairfield Suisun Sewer District	N/C								
9	Napa Sanitation District	N/C								
10	North Tahoe Public Utility District	N/C								
11	Oro Loma Sanitary District	N/C								
12	Silicon Valley Clean Water	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 14,336	\$ 12,806	\$ 12,736	\$ 17,913
% Tahoe Truckee Sanitation Agency Above/Below	-12.6%	-0.5%	0.0%	-0.6%
Median of Comparators	\$ 14,925	\$ 13,138	\$ 13,058	\$ 18,510
% Tahoe Truckee Sanitation Agency Above/Below	-17.2%	-3.2%	-2.5%	-3.9%
75th Percentile	\$ 15,454	\$ 13,685	\$ 13,204	\$ 18,554
% Tahoe Truckee Sanitation Agency Above/Below	-21.3%	-7.4%	-3.7%	-4.1%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

4 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Inventory Control Specialist**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Union Sanitary District	Storekeeper I	\$ 10,802	\$ 9,131	\$ 8,950	\$ 4,443	\$ 13,574	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
2	Delta Diablo Sanitation District	Warehouse Technician I	\$ 8,963	\$ 7,781	\$ 8,238	\$ 4,589	\$ 12,370	7/9/2023	unknown	4.00%
3	<b>Tahoe Truckee Sanitation</b>	<b>Inventory Control Specialist</b>	<b>\$ 7,142</b>	<b>\$ 7,142</b>	<b>\$ 7,142</b>	<b>\$ 4,476</b>	<b>\$ 11,618</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
4	Monterey One Water	Storeroom Clerk	\$ 7,717	\$ 6,909	\$ 6,529	\$ 3,234	\$ 10,143	6/26/2023	unknown	unknown
5	South Tahoe Public Utility District <sup>1</sup>	Shipping and Receiving Clerk	\$ 6,768	\$ 6,367	\$ 6,843	\$ 3,623	\$ 9,990	10/4/2024	unknown	unknown
6	Central Marin Sanitation Agency	N/C								
7	Fairfield Suisun Sewer District	N/C								
8	Napa Sanitation District	N/C								
9	North Tahoe Public Utility District	N/C								
10	Oro Loma Sanitary District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 8,563	\$ 7,547	\$ 7,640	\$ 11,519
% Tahoe Truckee Sanitation Agency Above/Below	-19.9%	-5.7%	-7.0%	0.9%
Median of Comparators	\$ 8,340	\$ 7,345	\$ 7,541	\$ 11,256
% Tahoe Truckee Sanitation Agency Above/Below	-16.8%	-2.8%	-5.6%	3.1%
75th Percentile	\$ 9,423	\$ 8,119	\$ 8,416	\$ 12,671
% Tahoe Truckee Sanitation Agency Above/Below	-31.9%	-13.7%	-17.8%	-9.1%
Number of Matches	4	4	4	4

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
<b>Benchmark/ Comparator Agency Match</b>		Inventory Control Specialist	N/C	Warehouse Technician I	N/C	Storeroom Clerk	N/C	N/C	N/C	N/C	Shipping and Receiving Clerk	N/C	N/C	Storekeeper I
<b>Retirement</b>	<b>Adjusted Cost of Labor Top Monthly Salary</b>	\$ 7,142		\$ 7,781		\$ 6,909					\$ 6,367			\$ 9,131
	PEPRA	2%@62		2%@62		2%@62					2%@62			2%@62
	Employee Cost Share					\$ -15								
	Social Security			\$ 482							\$ 395			
	Deferred Compensation			\$ 311										\$ 42
<b>Insurance</b>	Other Ret.													
	Cafeteria													
	Health	\$ 3,417		\$ 2,656		\$ 2,431					\$ 2,389			\$ 3,174
	Dental	\$ 207		\$ 211							\$ 154			\$ 144
	Vision			\$ 31							\$ 24			\$ 22
<b>Leaves</b>	Other Ins.	\$ 83												
	Vacation	\$ 412		\$ 479		\$ 399					\$ 367			\$ 527
	Holidays	\$ 357		\$ 419		\$ 419					\$ 294			\$ 536
<b>Allow</b>	Admin Leave													
	Auto													
<b>Benefit Package Total</b>		<b>\$ 4,476</b>	<b>\$ 0</b>	<b>\$ 4,589</b>	<b>\$ 0</b>	<b>\$ 3,234</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 3,623</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 4,443</b>

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Inventory Control Specialist**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Union Sanitary District	Storekeeper I	\$ 10,802	\$ 9,131	\$ 8,950	\$ 4,443	\$ 13,574	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
2	Delta Diablo Sanitation District	Warehouse Technician I	\$ 8,963	\$ 7,781	\$ 8,238	\$ 4,589	\$ 12,370	7/9/2023	unknown	4.00%
3	Tahoe Truckee Sanitation	Inventory Control Specialist	\$ 7,142	\$ 7,142	\$ 7,142	\$ 4,476	\$ 11,618	9/20/2023	7/1/2024	3.23%
4	Monterey One Water	Storeroom Clerk	\$ 7,717	\$ 6,909	\$ 6,529	\$ 3,234	\$ 10,143	6/26/2023	unknown	unknown
5	South Tahoe Public Utility District	Shipping and Receiving Clerk	\$ 6,768	\$ 6,367	\$ 6,843	\$ 3,623	\$ 9,990	10/4/2024	unknown	unknown
6	Central Marin Sanitation Agency	N/C								
7	Fairfield Suisun Sewer District	N/C								
8	Napa Sanitation District	N/C								
9	North Tahoe Public Utility District	N/C								
10	Oro Loma Sanitary District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 8,563	\$ 7,547	\$ 7,640	\$ 11,519
% Tahoe Truckee Sanitation Agency Above/Below	-19.9%	-5.7%	-7.0%	0.9%
Median of Comparators	\$ 8,340	\$ 7,345	\$ 7,541	\$ 11,256
% Tahoe Truckee Sanitation Agency Above/Below	-16.8%	-2.8%	-5.6%	3.1%
75th Percentile	\$ 9,423	\$ 8,119	\$ 8,416	\$ 12,671
% Tahoe Truckee Sanitation Agency Above/Below	-31.9%	-13.7%	-17.8%	-9.1%
Number of Matches	4	4	4	4

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Laboratory Director**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Laboratory Director	\$ 21,332	\$ 17,025	\$ 16,148	\$ 5,822	\$ 22,847	7/1/2023	unknown	unknown
2	Central Marin Sanitation Agency	Regulatory Control Manager	\$ 18,727	\$ 15,401	\$ 14,769	\$ 4,609	\$ 20,010	6/25/2023	6/23/2024	CPI
3	Delta Diablo Sanitation District	Laboratory Manager	\$ 16,543	\$ 14,360	\$ 15,205	\$ 6,776	\$ 21,136	7/9/2023	7/1/2024	2.00% - 5.00%
4	Union Sanitary District	Laboratory Director	\$ 15,977	\$ 13,506	\$ 13,237	\$ 5,360	\$ 18,866	9/1/2023	9/1/2024	unknown
5	Fairfield Suisun Sewer District <sup>1</sup>	[Laboratory Analyst Senior/ Lab Manager]	\$ 14,550	\$ 12,820	\$ 14,237	\$ 5,568	\$ 18,388	4/5/2024	unknown	unknown
6	Tahoe Truckee Sanitation	Laboratory Director	\$ 12,736	\$ 12,736	\$ 12,736	\$ 5,813	\$ 18,549	9/20/2023	7/1/2024	3.23%
7	Monterey One Water	Laboratory and Environmental Services Manager	\$ 14,205	\$ 12,717	\$ 12,018	\$ 4,251	\$ 16,968	6/25/2023	unknown	unknown
8	South Tahoe Public Utility District <sup>2</sup>	Lab Director	\$ 11,991	\$ 11,280	\$ 12,124	\$ 4,438	\$ 15,718	10/4/2024	unknown	unknown
9	Napa Sanitation District	N/C								
10	North Tahoe Public Utility District	N/C								
11	Oro Loma Sanitary District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 16,189	\$ 13,873	\$ 13,963	\$ 19,133
% Tahoe Truckee Sanitation Agency Above/Below	-27.1%	-8.9%	-9.6%	-3.1%
Median of Comparators	\$ 15,977	\$ 13,506	\$ 14,237	\$ 18,866
% Tahoe Truckee Sanitation Agency Above/Below	-25.4%	-6.0%	-11.8%	-1.7%
75th Percentile	\$ 17,635	\$ 14,881	\$ 14,987	\$ 20,573
% Tahoe Truckee Sanitation Agency Above/Below	-38.5%	-16.8%	-17.7%	-10.9%
Number of Matches	7	7	7	7

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - Fairfield Suisun Sewer District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Laboratory Director	Regulatory Control Manager	Laboratory Manager	[Laboratory Analyst Senior/ Lab Manager]	Laboratory and Environmental Services Manager	N/C	N/C	N/C	Laboratory Director	Lab Director	N/C	N/C	Laboratory Director
	<b>Adjusted Cost of Labor Top Monthly Salary</b>	\$ 12,736	\$ 15,401	\$ 14,360	\$ 12,820	\$ 12,717				\$ 17,025	\$ 11,280			\$ 13,506
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62				2%@62	2%@62			2%@62
	Employee Cost Share					\$ -27								
	Social Security			\$ 871	\$ 795						\$ 699			
	Deferred Compensation			\$ 574	\$ 266					\$ 385				\$ 254
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417	\$ 2,656	\$ 2,656	\$ 2,656	\$ 2,431				\$ 2,538	\$ 2,389			\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263					\$ 193	\$ 154			\$ 144
	Vision		\$ 45	\$ 31	\$ 11					\$ 22	\$ 24			\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 1,470	\$ 889	\$ 884	\$ 740	\$ 734				\$ 1,310	\$ 651			\$ 779
	Holidays	\$ 637	\$ 770	\$ 773	\$ 690	\$ 770				\$ 917	\$ 521			\$ 727
	Admin Leave			\$ 276	\$ 148	\$ 342				\$ 458				\$ 260
Allow	Auto			\$ 500										
Benefit Package Total		\$ 5,813	\$ 4,609	\$ 6,776	\$ 5,568	\$ 4,251	\$ 0	\$ 0	\$ 0	\$ 5,822	\$ 4,438	\$ 0	\$ 0	\$ 5,360



**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Laboratory Director**

Rank	Comparator Agency	Classification Title	Top Monthly Salary				Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living						
1	Silicon Valley Clean Water	Laboratory Director	\$ 21,332	\$ 17,025	\$ 16,148		\$ 5,822	\$ 22,847	7/1/2023	unknown	unknown
2	Delta Diablo Sanitation District	Laboratory Manager	\$ 16,543	\$ 14,360	\$ 15,205		\$ 6,776	\$ 21,136	7/9/2023	7/1/2024	2.00% - 5.00%
3	Central Marin Sanitation Agency	Regulatory Control Manager	\$ 18,727	\$ 15,401	\$ 14,769		\$ 4,609	\$ 20,010	6/25/2023	6/23/2024	CPI
4	Union Sanitary District	Laboratory Director	\$ 15,977	\$ 13,506	\$ 13,237		\$ 5,360	\$ 18,866	9/1/2023	9/1/2024	unknown
5	Tahoe Truckee Sanitation	Laboratory Director	\$ 12,736	\$ 12,736	\$ 12,736		\$ 5,813	\$ 18,549	9/20/2023	7/1/2024	3.23%
6	Fairfield Suisun Sewer District <sup>1</sup>	[Laboratory Analyst Senior/ Lab Manager]	\$ 14,550	\$ 12,820	\$ 14,237		\$ 5,568	\$ 18,388	4/5/2024	unknown	unknown
7	Monterey One Water	Laboratory and Environmental Services Manager	\$ 14,205	\$ 12,717	\$ 12,018		\$ 4,251	\$ 16,968	6/25/2023	unknown	unknown
8	South Tahoe Public Utility District <sup>2</sup>	Lab Director	\$ 11,991	\$ 11,280	\$ 12,124		\$ 4,438	\$ 15,718	10/4/2024	unknown	unknown
9	Napa Sanitation District	N/C									
10	North Tahoe Public Utility District	N/C									
11	Oro Loma Sanitary District	N/C									
12	Tahoe City Public Utility District	N/C									
13	Truckee Sanitary District	N/C									

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 16,189	\$ 13,873	\$ 13,963	\$ 19,133
% Tahoe Truckee Sanitation Agency Above/Below	-27.1%	-8.9%	-9.6%	-3.1%
Median of Comparators	\$ 15,977	\$ 13,506	\$ 14,237	\$ 18,866
% Tahoe Truckee Sanitation Agency Above/Below	-25.4%	-6.0%	-11.8%	-1.7%
75th Percentile	\$ 17,635	\$ 14,881	\$ 14,987	\$ 20,573
% Tahoe Truckee Sanitation Agency Above/Below	-38.5%	-16.8%	-17.7%	-10.9%
Number of Matches	7	7	7	7

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

- 1 - Fairfield Suisun Sewer District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.  
2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)  
May 2024**

**Laboratory Technician (new)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Tahoe Truckee Sanitation	Laboratory Technician (new)	proposed							
2	Fairfield Suisun Sewer District	Laboratory Technician	\$ 8,942	\$ 7,879	\$ 8,750	\$ 4,654	\$ 12,533	5/4/2024	unknown	unknown
3	Monterey One Water	Laboratory Technician II	\$ 8,438	\$ 7,554	\$ 7,139	\$ 3,309	\$ 10,863	6/25/2023	unknown	unknown
4	South Tahoe Public Utility District	Laboratory Assistant	\$ 5,705	\$ 5,367	\$ 5,769	\$ 3,457	\$ 8,824	10/4/2023	unknown	unknown
5	Silicon Valley Clean Water	Laboratory Assistant	\$ 5,183	\$ 4,136	\$ 3,923	\$ 192	\$ 4,328	7/2/2023	unknown	unknown
6	Central Marin Sanitation Agency	N/C								
7	Delta Diablo Sanitation District	N/C								
8	Napa Sanitation District	N/C								
9	North Tahoe Public Utility District	N/C								
10	Oro Loma Sanitary District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 7,067	\$ 6,234	\$ 6,395	\$ 9,137
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Median of Comparators	\$ 7,072	\$ 6,461	\$ 6,454	\$ 9,843
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
75th Percentile	\$ 8,564	\$ 7,635	\$ 7,542	\$ 11,280
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Number of Matches	4	4	4	4

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Laboratory Technician (new)	N/C	N/C	Laboratory Technician	Laboratory Technician II	N/C	N/C	N/C	Laboratory Assistant	Laboratory Assistant	N/C	N/C	N/C
	Adjusted Cost of Labor Top Monthly Salary	proposed			\$ 7,879	\$ 7,554				\$ 4,136	\$ 5,367			
Retirement	PEPRA				2%@62	2%@62					2%@62			
	Employee Cost Share					\$ -16								
	Social Security				\$ 489						\$ 333			
	Deferred Compensation				\$ 266					\$ 192				
	Other Ret.													
Insurance	Cafeteria													
	Health				\$ 2,656	\$ 2,431					\$ 2,389			
	Dental				\$ 263						\$ 154			
	Vision				\$ 11						\$ 24			
Leaves	Other Ins.													
	Vacation				\$ 455	\$ 436					\$ 310			
	Holidays				\$ 424	\$ 458					\$ 248			
Allow	Admin Leave				\$ 91									
	Auto													
Benefit Package Total		\$ 0	\$ 0	\$ 0	\$ 4,654	\$ 3,309	\$ 0	\$ 0	\$ 0	\$ 192	\$ 3,457	\$ 0	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Laboratory Technician (new)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Fairfield Suisun Sewer District	Laboratory Technician	\$ 8,942	\$ 7,879	\$ 8,750	\$ 4,654	\$ 12,533	5/4/2024	unknown	unknown
2	Monterey One Water	Laboratory Technician II	\$ 8,438	\$ 7,554	\$ 7,139	\$ 3,309	\$ 10,863	6/25/2023	unknown	unknown
3	South Tahoe Public Utility District	Laboratory Assistant	\$ 5,705	\$ 5,367	\$ 5,769	\$ 3,457	\$ 8,824	10/4/2023	unknown	unknown
4	Silicon Valley Clean Water	Laboratory Assistant	\$ 5,183	\$ 4,136	\$ 3,923	\$ 192	\$ 4,328	7/2/2023	unknown	unknown
5	Tahoe Truckee Sanitation	Laboratory Technician (new)	proposed							
6	Central Marin Sanitation Agency	N/C								
7	Delta Diablo Sanitation District	N/C								
8	Napa Sanitation District	N/C								
9	North Tahoe Public Utility District	N/C								
10	Oro Loma Sanitary District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 7,067	\$ 6,234	\$ 6,395	\$ 9,137
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Median of Comparators	\$ 7,072	\$ 6,461	\$ 6,454	\$ 9,843
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
75th Percentile	\$ 8,564	\$ 7,635	\$ 7,542	\$ 11,280
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Number of Matches	4	4	4	4

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Maintenance Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Union Sanitary District	Manager, Maintenance and Technology Services	\$ 22,576	\$ 19,084	\$ 18,704	\$ 6,405	\$ 25,489	9/1/2023	9/1/2024	unknown
2	Silicon Valley Clean Water	Maintenance Director	\$ 22,845	\$ 18,232	\$ 17,294	\$ 6,012	\$ 24,244	7/1/2023	unknown	unknown
3	Delta Diablo Sanitation District <sup>1</sup>	[Maintenance Manager/ Resource Recovery Services Director]	\$ 20,052	\$ 17,406	\$ 18,430	\$ 7,308	\$ 24,714	7/9/2023	unknown	4.00%
4	<b>Tahoe Truckee Sanitation</b>	<b>Maintenance Department Manager</b>	<b>\$ 15,317</b>	<b>\$ 15,317</b>	<b>\$ 15,317</b>	<b>\$ 6,240</b>	<b>\$ 21,557</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
5	Oro Loma Sanitary District	Maintenance Manager	\$ 17,300	\$ 14,698	\$ 15,460	\$ 5,719	\$ 20,417	6/26/2023	6/24/2024	2.00% - 5.00%
6	Fairfield Suisun Sewer District	Maintenance Manager	\$ 16,205	\$ 14,277	\$ 15,856	\$ 7,875	\$ 22,152	4/5/2024	unknown	unknown
7	Central Marin Sanitation Agency	Maintenance Supervisor	\$ 14,675	\$ 12,068	\$ 11,573	\$ 4,483	\$ 16,551	6/25/2023	unknown	unknown
8	Monterey One Water	N/C								
9	Napa Sanitation District	N/C								
10	North Tahoe Public Utility District	N/C								
11	South Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 18,942	\$ 15,961	\$ 16,220	\$ 22,261
% Tahoe Truckee Sanitation Agency Above/Below	-23.7%	-4.2%	-5.9%	-3.3%
Median of Comparators	\$ 18,676	\$ 16,052	\$ 16,575	\$ 23,198
% Tahoe Truckee Sanitation Agency Above/Below	-21.9%	-4.8%	-8.2%	-7.6%
75th Percentile	\$ 21,945	\$ 18,026	\$ 18,146	\$ 24,597
% Tahoe Truckee Sanitation Agency Above/Below	-43.3%	-17.7%	-18.5%	-14.1%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Maintenance Department Manager	Maintenance Supervisor	[Maintenance Manager/ Resource Recovery Services Director]	Maintenance Manager	N/C	N/C	N/C	Maintenance Manager	Maintenance Director	N/C	N/C	N/C	Manager, Maintenance and Technology Services
	<b>Adjusted Cost of Labor Top Monthly Salary</b>	\$ 15,317	\$ 12,068	\$ 17,406	\$ 14,277				\$ 14,698	\$ 18,232				\$ 19,084
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62				2%@60	2%@62				2%@62
	Employee Cost Share													
	Social Security			\$ 871	\$ 871									
	Deferred Compensation			\$ 696	\$ 1,285				\$ 991	\$ 385				\$ 350
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,657	\$ 2,656	\$ 2,656				\$ 2,656	\$ 2,538				\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263				\$ 150	\$ 193				\$ 144
	Vision		\$ 45	\$ 31	\$ 11				\$ 13	\$ 22				\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 1,767	\$ 696	\$ 1,071	\$ 824				\$ 848	\$ 1,402				\$ 1,101
	Holidays	\$ 766	\$ 603	\$ 937	\$ 769				\$ 904	\$ 982				\$ 1,028
	Admin Leave		\$ 232	\$ 335	\$ 1,197					\$ 491				\$ 587
Allow	Auto			\$ 500										
Benefit Package Total		\$ 6,240	\$ 4,483	\$ 7,308	\$ 7,875	\$ 0	\$ 0	\$ 0	\$ 5,719	\$ 6,012	\$ 0	\$ 0	\$ 0	\$ 6,405

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Maintenance Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Union Sanitary District	Manager, Maintenance and Technology Services	\$ 22,576	\$ 19,084	\$ 18,704	\$ 6,405	\$ 25,489	9/1/2023	9/1/2024	unknown
2	Delta Diablo Sanitation District <sup>1</sup>	[Maintenance Manager/ Resource Recovery Services Director]	\$ 20,052	\$ 17,406	\$ 18,430	\$ 7,308	\$ 24,714	7/9/2023	unknown	4.00%
3	Silicon Valley Clean Water	Maintenance Director	\$ 22,845	\$ 18,232	\$ 17,294	\$ 6,012	\$ 24,244	7/1/2023	unknown	unknown
4	Fairfield Suisun Sewer District	Maintenance Manager	\$ 16,205	\$ 14,277	\$ 15,856	\$ 7,875	\$ 22,152	4/5/2024	unknown	unknown
5	Tahoe Truckee Sanitation	Maintenance Department Manager	\$ 15,317	\$ 15,317	\$ 15,317	\$ 6,240	\$ 21,557	9/20/2023	7/1/2024	3.23%
6	Oro Loma Sanitary District	Maintenance Manager	\$ 17,300	\$ 14,698	\$ 15,460	\$ 5,719	\$ 20,417	6/26/2023	6/24/2024	2.00% - 5.00%
7	Central Marin Sanitation Agency	Maintenance Supervisor	\$ 14,675	\$ 12,068	\$ 11,573	\$ 4,483	\$ 16,551	6/25/2023	unknown	unknown
8	Monterey One Water	N/C								
9	Napa Sanitation District	N/C								
10	North Tahoe Public Utility District	N/C								
11	South Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 18,942	\$ 15,961	\$ 16,220	\$ 22,261
% Tahoe Truckee Sanitation Agency Above/Below	-23.7%	-4.2%	-5.9%	-3.3%
Median of Comparators	\$ 18,676	\$ 16,052	\$ 16,575	\$ 23,198
% Tahoe Truckee Sanitation Agency Above/Below	-21.9%	-4.8%	-8.2%	-7.6%
75th Percentile	\$ 21,945	\$ 18,026	\$ 18,146	\$ 24,597
% Tahoe Truckee Sanitation Agency Above/Below	-43.3%	-17.7%	-18.5%	-14.1%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Maintenance Mechanic III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Fairfield Suisun Sewer District	Maintenance Mechanic II	\$ 11,797	\$ 10,394	\$ 11,543	\$ 5,119	\$ 15,513	4/5/2024	unknown	unknown
2	Silicon Valley Clean Water	Senior Plant Mechanic	\$ 12,425	\$ 9,916	\$ 9,405	\$ 4,165	\$ 14,081	7/1/2023	7/1/2024	4.50%
3	Union Sanitary District	Mechanic II	\$ 11,575	\$ 9,785	\$ 9,590	\$ 4,519	\$ 14,304	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
4	Napa Sanitation District	Equipment Maintenance Specialist II	\$ 10,540	\$ 9,539	\$ 9,751	\$ 4,105	\$ 13,644	7/8/2023	unknown	unknown
5	Delta Diablo Sanitation District	Maintenance Mechanic II	\$ 10,324	\$ 8,962	\$ 9,489	\$ 4,846	\$ 13,808	7/9/2023	unknown	4.00%
6	Monterey One Water	Maintenance Mechanic II	\$ 9,916	\$ 8,878	\$ 8,390	\$ 3,462	\$ 12,340	6/25/2023	unknown	unknown
7	Oro Loma Sanitary District	Mechanic I	\$ 9,939	\$ 8,444	\$ 8,882	\$ 4,071	\$ 12,515	6/26/2023	6/24/2024	2.00% - 5.00%
8	Tahoe Truckee Sanitation	Maintenance Mechanic III	\$ 8,335	\$ 8,335	\$ 8,335	\$ 4,605	\$ 12,940	9/20/2023	7/1/2024	3.23%
9	Central Marin Sanitation Agency	Mechanical Technician II	\$ 10,108	\$ 8,312	\$ 7,971	\$ 3,846	\$ 12,158	6/25/2023	6/23/2024	CPI
10	South Tahoe Public Utility District <sup>1</sup>	Maintenance Mechanical Technologist II	\$ 7,651	\$ 7,198	\$ 7,736	\$ 3,761	\$ 10,959	10/4/2024	unknown	unknown
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 10,475	\$ 9,048	\$ 9,195	\$ 13,258
% Tahoe Truckee Sanitation Agency Above/Below	-25.7%	-8.5%	-10.3%	-2.5%
Median of Comparators	\$ 10,324	\$ 8,962	\$ 9,405	\$ 13,644
% Tahoe Truckee Sanitation Agency Above/Below	-23.9%	-7.5%	-12.8%	-5.4%
75th Percentile	\$ 11,575	\$ 9,785	\$ 9,590	\$ 14,081
% Tahoe Truckee Sanitation Agency Above/Below	-38.9%	-17.4%	-15.1%	-8.8%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.



Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Maintenance Mechanic III	Mechanical Technician II	Maintenance Mechanic II	Maintenance Mechanic II	Maintenance Mechanic II	Equipment Maintenance Specialist II	N/C	Mechanic I	Senior Plant Mechanic	Maintenance Mechanical Technologist II	N/C	N/C	Mechanic II
	Adjusted Cost of Labor Top Monthly Salary	\$ 8,335	\$ 8,312	\$ 8,962	\$ 10,394	\$ 8,878	\$ 9,539		\$ 8,444	\$ 9,916	\$ 7,198			\$ 9,785
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62		2%@60	2%@62	2%@62			2%@62
	Employee Cost Share					\$ -19								
	Social Security			\$ 556	\$ 644						\$ 446			
	Deferred Compensation			\$ 358	\$ 266		\$ 100		\$ 90	\$ 192				\$ 42
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,656	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656	\$ 2,538	\$ 2,389			\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167		\$ 150	\$ 193	\$ 154			\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26		\$ 13	\$ 22	\$ 24			\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 481	\$ 480	\$ 552	\$ 600	\$ 512	\$ 550		\$ 487	\$ 572	\$ 415			\$ 565
	Holidays	\$ 417	\$ 416	\$ 483	\$ 560	\$ 538	\$ 477		\$ 520	\$ 534	\$ 332			\$ 574
	Admin Leave				\$ 120		\$ 128			\$ 114				
Allow	Auto													
Benefit Package Total		\$ 4,605	\$ 3,846	\$ 4,846	\$ 5,119	\$ 3,462	\$ 4,105	\$ 0	\$ 4,071	\$ 4,165	\$ 3,761	\$ 0	\$ 0	\$ 4,519

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Maintenance Mechanic III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Fairfield Suisun Sewer District	Maintenance Mechanic II	\$ 11,797	\$ 10,394	\$ 11,543	\$ 5,119	\$ 15,513	4/5/2024	unknown	unknown
2	Union Sanitary District	Mechanic II	\$ 11,575	\$ 9,785	\$ 9,590	\$ 4,519	\$ 14,304	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
3	Silicon Valley Clean Water	Senior Plant Mechanic	\$ 12,425	\$ 9,916	\$ 9,405	\$ 4,165	\$ 14,081	7/1/2023	7/1/2024	4.50%
4	Delta Diablo Sanitation District	Maintenance Mechanic II	\$ 10,324	\$ 8,962	\$ 9,489	\$ 4,846	\$ 13,808	7/9/2023	unknown	4.00%
5	Napa Sanitation District	Equipment Maintenance Specialist II	\$ 10,540	\$ 9,539	\$ 9,751	\$ 4,105	\$ 13,644	7/8/2023	unknown	unknown
6	Tahoe Truckee Sanitation	Maintenance Mechanic III	\$ 8,335	\$ 8,335	\$ 8,335	\$ 4,605	\$ 12,940	9/20/2023	7/1/2024	3.23%
7	Oro Loma Sanitary District	Mechanic I	\$ 9,939	\$ 8,444	\$ 8,882	\$ 4,071	\$ 12,515	6/26/2023	6/24/2024	2.00% - 5.00%
8	Monterey One Water	Maintenance Mechanic II	\$ 9,916	\$ 8,878	\$ 8,390	\$ 3,462	\$ 12,340	6/25/2023	unknown	unknown
9	Central Marin Sanitation Agency	Mechanical Technician II	\$ 10,108	\$ 8,312	\$ 7,971	\$ 3,846	\$ 12,158	6/25/2023	6/23/2024	CPI
10	South Tahoe Public Utility District <sup>1</sup>	Maintenance Mechanical Technologist II	\$ 7,651	\$ 7,198	\$ 7,736	\$ 3,761	\$ 10,959	10/4/2024	unknown	unknown
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 10,475	\$ 9,048	\$ 9,195	\$ 13,258
% Tahoe Truckee Sanitation Agency Above/Below	-25.7%	-8.5%	-10.3%	-2.5%
Median of Comparators	\$ 10,324	\$ 8,962	\$ 9,405	\$ 13,644
% Tahoe Truckee Sanitation Agency Above/Below	-23.9%	-7.5%	-12.8%	-5.4%
75th Percentile	\$ 11,575	\$ 9,785	\$ 9,590	\$ 14,081
% Tahoe Truckee Sanitation Agency Above/Below	-38.9%	-17.4%	-15.1%	-8.8%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Maintenance Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Maintenance Supervisor	\$ 17,273	\$ 13,785	\$ 13,076	\$ 5,311	\$ 19,096	7/1/2023	unknown	unknown
2	Union Sanitary District	Coach, Mechanical Maintenance	\$ 15,732	\$ 13,298	\$ 13,034	\$ 5,582	\$ 18,880	9/1/2023	9/1/2024	unknown
3	Delta Diablo Sanitation District	Maintenance Supervisor	\$ 14,719	\$ 12,777	\$ 13,529	\$ 5,675	\$ 18,452	7/9/2023	7/1/2024	2.00% - 5.00%
4	Fairfield Suisun Sewer District	Maintenance Supervisor	\$ 14,458	\$ 12,738	\$ 14,147	\$ 7,355	\$ 20,093	4/5/2024	unknown	unknown
5	<b>Tahoe Truckee Sanitation</b>	<b>Maintenance Supervisor</b>	<b>\$ 12,736</b>	<b>\$ 12,736</b>	<b>\$ 12,736</b>	<b>\$ 5,079</b>	<b>\$ 17,815</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
6	Oro Loma Sanitary District <sup>1</sup>	[Mechanic II/ Maintenance Manager]	\$ 14,615	\$ 12,417	\$ 13,060	\$ 5,302	\$ 17,719	6/26/2023	6/24/2024	2.00% - 5.00%
7	Monterey One Water	Plant Maintenance Supervisor	\$ 13,095	\$ 11,723	\$ 11,079	\$ 4,018	\$ 15,741	6/25/2023	unknown	unknown
8	Napa Sanitation District	Plant Maintenance Supervisor	\$ 12,828	\$ 11,609	\$ 11,867	\$ 4,356	\$ 15,965	7/8/2023	unknown	unknown
9	South Tahoe Public Utility District <sup>2</sup>	Maintenance Supervisor	\$ 11,348	\$ 10,675	\$ 11,474	\$ 4,338	\$ 15,013	10/4/2024	unknown	unknown
10	Central Marin Sanitation Agency	N/C								
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 14,259	\$ 12,378	\$ 12,658	\$ 17,620
% Tahoe Truckee Sanitation Agency Above/Below	-12.0%	2.8%	0.6%	1.1%
Median of Comparators	\$ 14,537	\$ 12,578	\$ 13,047	\$ 18,086
% Tahoe Truckee Sanitation Agency Above/Below	-14.1%	1.2%	-2.4%	-1.5%
75th Percentile	\$ 14,972	\$ 12,907	\$ 13,189	\$ 18,934
% Tahoe Truckee Sanitation Agency Above/Below	-17.6%	-1.3%	-3.6%	-6.3%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Maintenance Supervisor	N/C	Maintenance Supervisor	Maintenance Supervisor	Plant Maintenance Supervisor	Plant Maintenance Supervisor	N/C	[Mechanic II/ Maintenance Manager]	Maintenance Supervisor	Maintenance Supervisor	N/C	N/C	Coach, Mechanical Maintenance
	<b>Adjusted Cost of Labor Top Monthly Salary</b>	\$ 12,736		\$ 12,777	\$ 12,738	\$ 11,723	\$ 11,609		\$ 12,417	\$ 13,785	\$ 10,675			\$ 13,298
Retirement	PEPRA	2%@62		2%@62	2%@62	2%@62	2%@62		2%@60	2%@62	2%@62			2%@62
	Employee Cost Share					\$ -25								
	Social Security			\$ 792	\$ 790						\$ 662			
	Deferred Compensation			\$ 511	\$ 1,146		\$ 100		\$ 847	\$ 385				\$ 350
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417		\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656	\$ 2,538	\$ 2,389			\$ 3,174
	Dental	\$ 207		\$ 211	\$ 263		\$ 167		\$ 150	\$ 193	\$ 154			\$ 144
	Vision			\$ 31	\$ 11		\$ 26		\$ 13	\$ 22	\$ 24			\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 735		\$ 786	\$ 735	\$ 676	\$ 670		\$ 716	\$ 1,060	\$ 616			\$ 767
	Holidays	\$ 637		\$ 688	\$ 686	\$ 710	\$ 580		\$ 764	\$ 742	\$ 493			\$ 716
	Admin Leave				\$ 1,068	\$ 225	\$ 156			\$ 371				\$ 409
	Auto													
Allow														
Benefit Package Total		\$ 5,079	\$ 0	\$ 5,675	\$ 7,355	\$ 4,018	\$ 4,356	\$ 0	\$ 5,302	\$ 5,311	\$ 4,338	\$ 0	\$ 0	\$ 5,582

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Maintenance Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Fairfield Suisun Sewer District	Maintenance Supervisor	\$ 14,458	\$ 12,738	\$ 14,147	\$ 7,355	\$ 20,093	4/5/2024	unknown	unknown
2	Silicon Valley Clean Water	Maintenance Supervisor	\$ 17,273	\$ 13,785	\$ 13,076	\$ 5,311	\$ 19,096	7/1/2023	unknown	unknown
3	Union Sanitary District	Coach, Mechanical Maintenance	\$ 15,732	\$ 13,298	\$ 13,034	\$ 5,582	\$ 18,880	9/1/2023	9/1/2024	unknown
4	Delta Diablo Sanitation District	Maintenance Supervisor	\$ 14,719	\$ 12,777	\$ 13,529	\$ 5,675	\$ 18,452	7/9/2023	7/1/2024	2.00% - 5.00%
5	Tahoe Truckee Sanitation	Maintenance Supervisor	\$ 12,736	\$ 12,736	\$ 12,736	\$ 5,079	\$ 17,815	9/20/2023	7/1/2024	3.23%
6	Oro Loma Sanitary District <sup>1</sup>	[Mechanic II/ Maintenance Manager]	\$ 14,615	\$ 12,417	\$ 13,060	\$ 5,302	\$ 17,719	6/26/2023	6/24/2024	2.00% - 5.00%
7	Napa Sanitation District	Plant Maintenance Supervisor	\$ 12,828	\$ 11,609	\$ 11,867	\$ 4,356	\$ 15,965	7/8/2023	unknown	unknown
8	Monterey One Water	Plant Maintenance Supervisor	\$ 13,095	\$ 11,723	\$ 11,079	\$ 4,018	\$ 15,741	6/25/2023	unknown	unknown
9	South Tahoe Public Utility District	Maintenance Supervisor	\$ 11,348	\$ 10,675	\$ 11,474	\$ 4,338	\$ 15,013	10/4/2024	unknown	unknown
10	Central Marin Sanitation Agency	N/C								
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 14,259	\$ 12,378	\$ 12,658	\$ 17,620
% Tahoe Truckee Sanitation Agency Above/Below	-12.0%	2.8%	0.6%	1.1%
Median of Comparators	\$ 14,537	\$ 12,578	\$ 13,047	\$ 18,086
% Tahoe Truckee Sanitation Agency Above/Below	-14.1%	1.2%	-2.4%	-1.5%
75th Percentile	\$ 14,972	\$ 12,907	\$ 13,189	\$ 18,934
% Tahoe Truckee Sanitation Agency Above/Below	-17.6%	-1.3%	-3.6%	-6.3%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

- 1 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.  
2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Operations Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Silicon Valley Clean Water <sup>3</sup>	[Operations Director/ Chief Operating Officer]	\$ 26,302	\$ 20,991	\$ 19,910	\$ 6,897	\$ 27,888	7/1/2023	unknown	unknown
2	Delta Diablo Sanitation District <sup>1</sup>	[Operations Manager/ Resource Recovery Services Director]	\$ 20,052	\$ 17,406	\$ 18,430	\$ 7,308	\$ 24,714	7/9/2023	unknown	4.00%
3	Fairfield Suisun Sewer District <sup>2</sup>	[Operations Manager/ Director of Operations & Maintenance]	\$ 18,202	\$ 16,037	\$ 17,810	\$ 8,378	\$ 24,415	4/5/2024	unknown	unknown
4	<b>Tahoe Truckee Sanitation</b>	<b>Operations Department Manager</b>	<b>\$ 15,317</b>	<b>\$ 15,317</b>	<b>\$ 15,317</b>	<b>\$ 6,690</b>	<b>\$ 22,007</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
5	Monterey One Water	Operations Manager	\$ 15,275	\$ 13,675	\$ 12,923	\$ 4,388	\$ 18,063	6/25/2023	unknown	unknown
6	Central Marin Sanitation Agency	N/C								
7	Napa Sanitation District	N/C								
8	North Tahoe Public Utility District	N/C								
9	Oro Loma Sanitary District	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 19,958	\$ 17,027	\$ 17,268	\$ 23,770
% Tahoe Truckee Sanitation Agency Above/Below	-30.3%	-11.2%	-12.7%	-8.0%
Median of Comparators	\$ 19,127	\$ 16,722	\$ 18,120	\$ 24,564
% Tahoe Truckee Sanitation Agency Above/Below	-24.9%	-9.2%	-18.3%	-11.6%
75th Percentile	\$ 21,615	\$ 18,302	\$ 18,800	\$ 25,508
% Tahoe Truckee Sanitation Agency Above/Below	-41.1%	-19.5%	-22.7%	-15.9%
Number of Matches	4	4	4	4

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

- 1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 2 - Fairfield Suisun Sewer District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 3 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
<b>Benchmark/ Comparator Agency Match</b>		Operations Department Manager	N/C	[Operations Manager/ Resource Recovery Services Director]	[Operations Manager/ Director of Operations & Maintenance]	Operations Manager	N/C	N/C	N/C	[Operations Director/ Chief Operating Officer]	N/C	N/C	N/C	N/C
	<b>Adjusted Cost of Labor Top Monthly Salary</b>	\$ 15,317		\$ 17,406	\$ 16,037	\$ 13,675				\$ 20,991				
<b>Retirement</b>	PEPRA	2%@62		2%@62	2%@62	2%@62				2%@62				
	Employee Cost Share					\$ -29								
	Social Security			\$ 871	\$ 871									
	Deferred Compensation			\$ 696	\$ 1,443					\$ 385				
	Other Ret.													
<b>Insurance</b>	Cafeteria													
	Health	\$ 3,417		\$ 2,656	\$ 2,656	\$ 2,431				\$ 2,538				
	Dental	\$ 207		\$ 211	\$ 263					\$ 193				
	Vision			\$ 31	\$ 11					\$ 22				
	Other Ins.	\$ 83												
<b>Leaves</b>	Vacation	\$ 1,767		\$ 1,071	\$ 925	\$ 789				\$ 1,615				
	Holidays	\$ 766		\$ 937	\$ 864	\$ 828				\$ 1,130				
	Admin Leave			\$ 335	\$ 1,345	\$ 368				\$ 565				
<b>Allow</b>	Auto	\$ 450		\$ 500						\$ 450				
<b>Benefit Package Total</b>		\$ 6,690	\$ 0	\$ 7,308	\$ 8,378	\$ 4,388	\$ 0	\$ 0	\$ 0	\$ 6,897	\$ 0	\$ 0	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Operations Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Silicon Valley Clean Water <sup>3</sup>	[Operations Director/ Chief Operating Officer]	\$ 26,302	\$ 20,991	\$ 19,910	\$ 6,897	\$ 27,888	7/1/2023	unknown	unknown
2	Delta Diablo Sanitation District <sup>1</sup>	[Operations Manager/ Resource Recovery Services Director]	\$ 20,052	\$ 17,406	\$ 18,430	\$ 7,308	\$ 24,714	7/9/2023	unknown	4.00%
3	Fairfield Suisun Sewer District <sup>2</sup>	[Operations Manager/ Director of Operations & Maintenance]	\$ 18,202	\$ 16,037	\$ 17,810	\$ 8,378	\$ 24,415	4/5/2024	unknown	unknown
4	Tahoe Truckee Sanitation	Operations Department Manager	\$ 15,317	\$ 15,317	\$ 15,317	\$ 6,690	\$ 22,007	9/20/2023	7/1/2024	3.23%
5	Monterey One Water	Operations Manager	\$ 15,275	\$ 13,675	\$ 12,923	\$ 4,388	\$ 18,063	6/25/2023	unknown	unknown
6	Central Marin Sanitation Agency	N/C								
7	Napa Sanitation District	N/C								
8	North Tahoe Public Utility District	N/C								
9	Oro Loma Sanitary District	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 19,958	\$ 17,027	\$ 17,268	\$ 23,770
% Tahoe Truckee Sanitation Agency Above/Below	-30.3%	-11.2%	-12.7%	-8.0%
Median of Comparators	\$ 19,127	\$ 16,722	\$ 18,120	\$ 24,564
% Tahoe Truckee Sanitation Agency Above/Below	-24.9%	-9.2%	-18.3%	-11.6%
75th Percentile	\$ 21,615	\$ 18,302	\$ 18,800	\$ 25,508
% Tahoe Truckee Sanitation Agency Above/Below	-41.1%	-19.5%	-22.7%	-15.9%
Number of Matches	4	4	4	4

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

- 1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 2 - Fairfield Suisun Sewer District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 3 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.



**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Operations Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary							
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
1	Silicon Valley Clean Water	Operations Supervisor	\$ 17,273	\$ 13,785	\$ 13,076	\$ 5,311	\$ 19,096	7/1/2023	unknown	unknown
2	Union Sanitary District	Coach, Wastewater Operations	\$ 15,887	\$ 13,429	\$ 13,162	\$ 5,600	\$ 19,029	9/1/2023	9/1/2024	unknown
3	Delta Diablo Sanitation District	Operations Supervisor	\$ 14,719	\$ 12,777	\$ 13,529	\$ 5,675	\$ 18,452	7/9/2023	7/1/2024	2.00% - 5.00%
4	Fairfield Suisun Sewer District	Operations Supervisor	\$ 14,458	\$ 12,738	\$ 14,147	\$ 5,553	\$ 18,291	4/5/2024	unknown	unknown
5	Napa Sanitation District	Operations Supervisor	\$ 13,789	\$ 12,478	\$ 12,755	\$ 4,461	\$ 16,939	7/8/2023	unknown	unknown
6	Oro Loma Sanitary District <sup>1</sup>	[Plant Operator II/ Operations Manager]	\$ 14,615	\$ 12,417	\$ 13,060	\$ 5,302	\$ 17,719	6/26/2023	6/24/2024	2.00% - 5.00%
7	Central Marin Sanitation Agency	Assistant Operations Supervisor	\$ 13,949	\$ 11,471	\$ 11,001	\$ 4,408	\$ 15,879	6/25/2024	unknown	unknown
8	Monterey One Water	Operations Supervisor	\$ 12,665	\$ 11,338	\$ 10,715	\$ 3,966	\$ 15,304	6/25/2023	unknown	unknown
9	<b>Tahoe Truckee Sanitation</b>	<b>Operations Supervisor</b>	<b>\$ 11,243</b>	<b>\$ 11,243</b>	<b>\$ 11,243</b>	<b>\$ 4,918</b>	<b>\$ 16,161</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
10	South Tahoe Public Utility District <sup>2</sup>	[Chief Plant Operator/ Operations Supervisor]	\$ 10,692	\$ 10,058	\$ 10,810	\$ 4,235	\$ 14,293	10/4/2024	unknown	unknown
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 14,227	\$ 12,277	\$ 12,473	\$ 17,223
% Tahoe Truckee Sanitation Agency Above/Below	-26.5%	-9.2%	-10.9%	-6.6%
Median of Comparators	\$ 14,458	\$ 12,478	\$ 13,060	\$ 17,719
% Tahoe Truckee Sanitation Agency Above/Below	-28.6%	-11.0%	-16.2%	-9.6%
75th Percentile	\$ 14,719	\$ 12,777	\$ 13,162	\$ 18,452
% Tahoe Truckee Sanitation Agency Above/Below	-30.9%	-13.6%	-17.1%	-14.2%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Operations Supervisor	Assistant Operations Supervisor	Operations Supervisor	Operations Supervisor	Operations Supervisor	Operations Supervisor	N/C	[Plant Operator II/ Operations Manager]	Operations Supervisor	[Chief Plant Operator/ Operations Supervisor]	N/C	N/C	Coach, Wastewater Operations
	Adjusted Cost of Labor Top Monthly Salary	\$ 11,243	\$ 11,471	\$ 12,777	\$ 12,738	\$ 11,338	\$ 12,478		\$ 12,417	\$ 13,785	\$ 10,058			\$ 13,429
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62		2%@60	2%@62	2%@62			2%@62
	Employee Cost Share					\$ -24								
	Social Security			\$ 792	\$ 790						\$ 624			
	Deferred Compensation			\$ 511	\$ 266		\$ 100		\$ 847	\$ 385				\$ 350
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,657	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656	\$ 2,538	\$ 2,389			\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167		\$ 150	\$ 193	\$ 154			\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26		\$ 13	\$ 22	\$ 24			\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 649	\$ 662	\$ 786	\$ 735	\$ 654	\$ 720		\$ 716	\$ 1,060	\$ 580			\$ 775
	Holidays	\$ 562	\$ 574	\$ 688	\$ 686	\$ 687	\$ 624		\$ 764	\$ 742	\$ 464			\$ 723
	Admin Leave		\$ 221		\$ 147	\$ 218	\$ 168			\$ 371				\$ 413
Allow	Auto													
Benefit Package Total		\$ 4,918	\$ 4,408	\$ 5,675	\$ 5,553	\$ 3,966	\$ 4,461	\$ 0	\$ 5,302	\$ 5,311	\$ 4,235	\$ 0	\$ 0	\$ 5,600

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Operations Supervisor**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Operations Supervisor	\$ 17,273	\$ 13,785	\$ 13,076	\$ 5,311	\$ 19,096	7/1/2023	unknown	unknown
2	Union Sanitary District	Coach, Wastewater Operations	\$ 15,887	\$ 13,429	\$ 13,162	\$ 5,600	\$ 19,029	9/1/2023	9/1/2024	unknown
3	Delta Diablo Sanitation District	Operations Supervisor	\$ 14,719	\$ 12,777	\$ 13,529	\$ 5,675	\$ 18,452	7/9/2023	7/1/2024	2.00% - 5.00%
4	Fairfield Suisun Sewer District	Operations Supervisor	\$ 14,458	\$ 12,738	\$ 14,147	\$ 5,553	\$ 18,291	4/5/2024	unknown	unknown
5	Oro Loma Sanitary District <sup>1</sup>	[Plant Operator II/ Operations Manager]	\$ 14,615	\$ 12,417	\$ 13,060	\$ 5,302	\$ 17,719	6/26/2023	6/24/2024	2.00% - 5.00%
6	Napa Sanitation District	Operations Supervisor	\$ 13,789	\$ 12,478	\$ 12,755	\$ 4,461	\$ 16,939	7/8/2023	unknown	unknown
7	Tahoe Truckee Sanitation	Operations Supervisor	\$ 11,243	\$ 11,243	\$ 11,243	\$ 4,918	\$ 16,161	9/20/2023	7/1/2024	3.23%
8	Central Marin Sanitation Agency	Assistant Operations Supervisor	\$ 13,949	\$ 11,471	\$ 11,001	\$ 4,408	\$ 15,879	6/25/2024	unknown	unknown
9	Monterey One Water	Operations Supervisor	\$ 12,665	\$ 11,338	\$ 10,715	\$ 3,966	\$ 15,304	6/25/2023	unknown	unknown
10	South Tahoe Public Utility District <sup>2</sup>	[Chief Plant Operator/ Operations Supervisor]	\$ 10,692	\$ 10,058	\$ 10,810	\$ 4,235	\$ 14,293	10/4/2024	unknown	unknown
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 14,227	\$ 12,277	\$ 12,473	\$ 17,223
% Tahoe Truckee Sanitation Agency Above/Below	-26.5%	-9.2%	-10.9%	-6.6%
Median of Comparators	\$ 14,458	\$ 12,478	\$ 13,060	\$ 17,719
% Tahoe Truckee Sanitation Agency Above/Below	-28.6%	-11.0%	-16.2%	-9.6%
75th Percentile	\$ 14,719	\$ 12,777	\$ 13,162	\$ 18,452
% Tahoe Truckee Sanitation Agency Above/Below	-30.9%	-13.6%	-17.1%	-14.2%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

1 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.  
2 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Operator II**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Oro Loma Sanitary District <sup>2</sup>	[Plant Operator I/ Plant Operator II]	\$ 10,934	\$ 9,290	\$ 9,771	\$ 4,175	\$ 13,465	6/26/2023	6/24/2024	2.00% - 5.00%
2	Union Sanitary District	Plant Operator II	\$ 10,949	\$ 9,256	\$ 9,072	\$ 4,458	\$ 13,714	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
3	Silicon Valley Clean Water <sup>3</sup>	[Operator/ Senior Operator]	\$ 11,596	\$ 9,255	\$ 8,778	\$ 4,084	\$ 13,339	7/1/2023	7/1/2024	4.50%
4	Fairfield Suisun Sewer District <sup>1</sup>	[Wastewater Plant Operator/Wastewater Plant Operator Lead]	\$ 10,344	\$ 9,113	\$ 10,121	\$ 4,882	\$ 13,995	4/5/2024	unknown	unknown
5	Delta Diablo Sanitation District	Wastewater Treatment Plant Operator - Grade II	\$ 10,324	\$ 8,962	\$ 9,489	\$ 4,846	\$ 13,808	7/9/2023	unknown	4.00%
6	Monterey One Water	Operator II	\$ 10,007	\$ 8,958	\$ 8,466	\$ 3,472	\$ 12,430	6/25/2023	unknown	unknown
7	Napa Sanitation District	Operator II	\$ 9,660	\$ 8,742	\$ 8,936	\$ 4,008	\$ 12,750	7/8/2023	unknown	unknown
8	Central Marin Sanitation Agency	Operator II	\$ 10,192	\$ 8,382	\$ 8,038	\$ 3,853	\$ 12,235	6/25/2023	6/23/2024	CPI
9	<b>Tahoe Truckee Sanitation</b>	<b>Operator II</b>	<b>\$ 7,544</b>	<b>\$ 7,544</b>	<b>\$ 7,544</b>	<b>\$ 4,520</b>	<b>\$ 12,064</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
10	South Tahoe Public Utility District <sup>4</sup>	[Operator III/ Operator I]	\$ 7,498	\$ 7,054	\$ 7,582	\$ 3,737	\$ 10,791	10/4/2024	unknown	unknown
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 10,167	\$ 8,779	\$ 8,917	\$ 12,947
% Tahoe Truckee Sanitation Agency Above/Below	-34.8%	-16.4%	-18.2%	-7.3%
Median of Comparators	\$ 10,324	\$ 8,962	\$ 8,936	\$ 13,339
% Tahoe Truckee Sanitation Agency Above/Below	-36.9%	-18.8%	-18.5%	-10.6%
75th Percentile	\$ 10,934	\$ 9,255	\$ 9,489	\$ 13,714
% Tahoe Truckee Sanitation Agency Above/Below	-44.9%	-22.7%	-25.8%	-13.7%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - Fairfield Suisun Sewer District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

4 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Operator II	Operator II	Wastewater Treatment Plant Operator - Grade II	[Wastewater Plant Operator/Waste water Plant Operator Lead]	Operator II	Operator II	N/C	[Plant Operator I/ Plant Operator II]	[Operator/ Senior Operator]	[Operator III/ Operator I]	N/C	N/C	Plant Operator II
	Adjusted Cost of Labor Top Monthly Salary	\$ 7,544	\$ 8,382	\$ 8,962	\$ 9,113	\$ 8,958	\$ 8,742		\$ 9,290	\$ 9,255	\$ 7,054			\$ 9,256
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62		2%@60	2%@62	2%@62			2%@62
	Employee Cost Share					\$ -19								
	Social Security			\$ 556	\$ 565						\$ 437			
	Deferred Compensation			\$ 358	\$ 266		\$ 100		\$ 92	\$ 192				\$ 42
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,656	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656	\$ 2,538	\$ 2,389			\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167		\$ 150	\$ 193	\$ 154			\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26		\$ 13	\$ 22	\$ 24			\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 435	\$ 484	\$ 552	\$ 526	\$ 517	\$ 504		\$ 536	\$ 534	\$ 407			\$ 534
	Holidays	\$ 377	\$ 419	\$ 483	\$ 491	\$ 543	\$ 437		\$ 572	\$ 498	\$ 326			\$ 543
	Admin Leave				\$ 105		\$ 118			\$ 107				
Allow	Auto													
Benefit Package Total		\$ 4,520	\$ 3,853	\$ 4,846	\$ 4,882	\$ 3,472	\$ 4,008	\$ 0	\$ 4,175	\$ 4,084	\$ 3,737	\$ 0	\$ 0	\$ 4,458

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Operator II**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Fairfield Suisun Sewer District <sup>1</sup>	[Wastewater Plant Operator/Wastewater Plant Operator Lead]	\$ 10,344	\$ 9,113	\$ 10,121	\$ 4,882	\$ 13,995	4/5/2024	unknown	unknown
2	Delta Diablo Sanitation District	Wastewater Treatment Plant Operator - Grade II	\$ 10,324	\$ 8,962	\$ 9,489	\$ 4,846	\$ 13,808	7/9/2023	unknown	4.00%
3	Union Sanitary District	Plant Operator II	\$ 10,949	\$ 9,256	\$ 9,072	\$ 4,458	\$ 13,714	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
4	Oro Loma Sanitary District <sup>2</sup>	[Plant Operator I/ Plant Operator II]	\$ 10,934	\$ 9,290	\$ 9,771	\$ 4,175	\$ 13,465	6/26/2023	6/24/2024	2.00% - 5.00%
5	Silicon Valley Clean Water <sup>3</sup>	[Operator/ Senior Operator]	\$ 11,596	\$ 9,255	\$ 8,778	\$ 4,084	\$ 13,339	7/1/2023	7/1/2024	4.50%
6	Napa Sanitation District	Operator II	\$ 9,660	\$ 8,742	\$ 8,936	\$ 4,008	\$ 12,750	7/8/2023	unknown	unknown
7	Monterey One Water	Operator II	\$ 10,007	\$ 8,958	\$ 8,466	\$ 3,472	\$ 12,430	6/25/2023	unknown	unknown
8	Central Marin Sanitation Agency	Operator II	\$ 10,192	\$ 8,382	\$ 8,038	\$ 3,853	\$ 12,235	6/25/2023	6/23/2024	CPI
9	Tahoe Truckee Sanitation	Operator II	\$ 7,544	\$ 7,544	\$ 7,544	\$ 4,520	\$ 12,064	9/20/2023	7/1/2024	3.23%
10	South Tahoe Public Utility District <sup>4</sup>	[Operator III/ Operator I]	\$ 7,498	\$ 7,054	\$ 7,582	\$ 3,737	\$ 10,791	10/4/2024	unknown	unknown
11	North Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 10,167	\$ 8,779	\$ 8,917	\$ 12,947
% Tahoe Truckee Sanitation Agency Above/Below	-34.8%	-16.4%	-18.2%	-7.3%
Median of Comparators	\$ 10,324	\$ 8,962	\$ 8,936	\$ 13,339
% Tahoe Truckee Sanitation Agency Above/Below	-36.9%	-18.8%	-18.5%	-10.6%
75th Percentile	\$ 10,934	\$ 9,255	\$ 9,489	\$ 13,714
% Tahoe Truckee Sanitation Agency Above/Below	-44.9%	-22.7%	-25.8%	-13.7%
Number of Matches	9	9	9	9

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

- 1 - Fairfield Suisun Sewer District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.  
2 - Oro Loma Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.  
3 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.  
4 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Operator III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Union Sanitary District	Plant Operator III	\$ 12,726	\$ 10,758	\$ 10,544	\$ 4,633	\$ 15,391	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
2	Fairfield Suisun Sewer District	Wastewater Plant Operator Lead	\$ 11,797	\$ 10,394	\$ 11,543	\$ 5,119	\$ 15,513	4/5/2024	unknown	unknown
3	Oro Loma Sanitary District	Plant Operator II	\$ 11,929	\$ 10,135	\$ 10,660	\$ 4,278	\$ 14,413	6/26/2023	6/24/2024	2.00% - 5.00%
4	Delta Diablo Sanitation District	Wastewater Treatment Plant Operator - Grade III	\$ 11,357	\$ 9,858	\$ 10,438	\$ 5,040	\$ 14,898	7/9/2023	unknown	4.00%
5	Napa Sanitation District	Operator III	\$ 10,669	\$ 9,655	\$ 9,869	\$ 4,119	\$ 13,774	7/8/2023	unknown	unknown
6	Monterey One Water	Operator III	\$ 10,514	\$ 9,413	\$ 8,895	\$ 3,525	\$ 12,938	6/25/2023	unknown	unknown
7	Central Marin Sanitation Agency	Operator III	\$ 11,237	\$ 9,241	\$ 8,862	\$ 3,946	\$ 13,187	6/25/2023	6/23/2024	CPI
8	<b>Tahoe Truckee Sanitation</b>	<b>Operator III</b>	<b>\$ 8,335</b>	<b>\$ 8,335</b>	<b>\$ 8,335</b>	<b>\$ 4,605</b>	<b>\$ 12,940</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
9	South Tahoe Public Utility District <sup>1</sup>	Operator III	\$ 8,372	\$ 7,876	\$ 8,465	\$ 3,873	\$ 11,749	10/4/2024	unknown	unknown
10	North Tahoe Public Utility District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 11,075	\$ 9,666	\$ 9,910	\$ 13,983
% Tahoe Truckee Sanitation Agency Above/Below	-32.9%	-16.0%	-18.9%	-8.1%
Median of Comparators	\$ 11,297	\$ 9,757	\$ 10,154	\$ 14,093
% Tahoe Truckee Sanitation Agency Above/Below	-35.5%	-17.1%	-21.8%	-8.9%
75th Percentile	\$ 11,830	\$ 10,200	\$ 10,573	\$ 15,021
% Tahoe Truckee Sanitation Agency Above/Below	-41.9%	-22.4%	-26.9%	-16.1%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Operator III	Operator III	Wastewater Treatment Plant Operator - Grade III	Wastewater Plant Operator Lead	Operator III	Operator III	N/C	Plant Operator II	N/C	Operator III	N/C	N/C	Plant Operator III
	<b>Adjusted Cost of Labor Top Monthly Salary</b>	\$ 8,335	\$ 9,241	\$ 9,858	\$ 10,394	\$ 9,413	\$ 9,655		\$ 10,135		\$ 7,876			\$ 10,758
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62		2%@60		2%@62			2%@62
	Employee Cost Share					\$ -20								
	Social Security			\$ 611	\$ 644						\$ 488			
	Deferred Compensation			\$ 394	\$ 266		\$ 100		\$ 95					\$ 42
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,656	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656		\$ 2,656		\$ 2,389			\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167		\$ 150		\$ 154			\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26		\$ 13		\$ 24			\$ 22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 481	\$ 533	\$ 607	\$ 600	\$ 543	\$ 557		\$ 585		\$ 454			\$ 621
	Holidays	\$ 417	\$ 462	\$ 531	\$ 560	\$ 570	\$ 483		\$ 624		\$ 364			\$ 631
	Admin Leave				\$ 120		\$ 130							
Allow	Auto													
Benefit Package Total		\$ 4,605	\$ 3,946	\$ 5,040	\$ 5,119	\$ 3,525	\$ 4,119	\$ 0	\$ 4,278	\$ 0	\$ 3,873	\$ 0	\$ 0	\$ 4,633



**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Operator III**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Fairfield Suisun Sewer District	Wastewater Plant Operator Lead	\$ 11,797	\$ 10,394	\$ 11,543	\$ 5,119	\$ 15,513	4/5/2024	unknown	unknown
2	Union Sanitary District	Plant Operator III	\$ 12,726	\$ 10,758	\$ 10,544	\$ 4,633	\$ 15,391	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
3	Delta Diablo Sanitation District	Wastewater Treatment Plant Operator - Grade III	\$ 11,357	\$ 9,858	\$ 10,438	\$ 5,040	\$ 14,898	7/9/2023	unknown	4.00%
4	Oro Loma Sanitary District	Plant Operator II	\$ 11,929	\$ 10,135	\$ 10,660	\$ 4,278	\$ 14,413	6/26/2023	6/24/2024	2.00% - 5.00%
5	Napa Sanitation District	Operator III	\$ 10,669	\$ 9,655	\$ 9,869	\$ 4,119	\$ 13,774	7/8/2023	unknown	unknown
6	Central Marin Sanitation Agency	Operator III	\$ 11,237	\$ 9,241	\$ 8,862	\$ 3,946	\$ 13,187	6/25/2023	6/23/2024	CPI
7	Tahoe Truckee Sanitation	Operator III	\$ 8,335	\$ 8,335	\$ 8,335	\$ 4,605	\$ 12,940	9/20/2023	7/1/2024	3.23%
8	Monterey One Water	Operator III	\$ 10,514	\$ 9,413	\$ 8,895	\$ 3,525	\$ 12,938	6/25/2023	unknown	unknown
9	South Tahoe Public Utility District <sup>1</sup>	Operator III	\$ 8,372	\$ 7,876	\$ 8,465	\$ 3,873	\$ 11,749	10/4/2024	unknown	unknown
10	North Tahoe Public Utility District	N/C								
11	Silicon Valley Clean Water	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 11,075	\$ 9,666	\$ 9,910	\$ 13,983
% Tahoe Truckee Sanitation Agency Above/Below	-32.9%	-16.0%	-18.9%	-8.1%
Median of Comparators	\$ 11,297	\$ 9,757	\$ 10,154	\$ 14,093
% Tahoe Truckee Sanitation Agency Above/Below	-35.5%	-17.1%	-21.8%	-8.9%
75th Percentile	\$ 11,830	\$ 10,200	\$ 10,573	\$ 15,021
% Tahoe Truckee Sanitation Agency Above/Below	-41.9%	-22.4%	-26.9%	-16.1%
Number of Matches	8	8	8	8

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Purchasing Agent II**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Silicon Valley Clean Water <sup>1</sup>	[Office Assistant/ Procurement Specialist]	\$ 9,196	\$ 7,339	\$ 6,962	\$ 3,848	\$ 11,187	7/1/2023	unknown	unknown
2	North Tahoe Public Utility District	Purchasing Technician	\$ 6,861	\$ 7,051	\$ 6,867	\$ 4,287	\$ 11,338	7/9/2023	7/1/2024	2.50% - 4.00%
3	<b>Tahoe Truckee Sanitation</b>	<b>Purchasing Agent II</b>	<b>\$ 6,496</b>	<b>\$ 6,496</b>	<b>\$ 6,496</b>	<b>\$ 4,407</b>	<b>\$ 10,903</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
4	Central Marin Sanitation Agency	N/C								
5	Delta Diablo Sanitation District	N/C								
6	Fairfield Suisun Sewer District	N/C								
7	Monterey One Water	N/C								
8	Napa Sanitation District	N/C								
9	Oro Loma Sanitary District	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Number of Matches	2	2	2	2

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Purchasing Agent II	N/C	N/C	N/C	N/C	N/C	Purchasing Technician	N/C	[Office Assistant/ Procurement Specialist]	N/C	N/C	N/C	N/C
	Adjusted Cost of Labor Top Monthly Salary	\$ 6,496						\$ 7,051		\$ 7,339				
Retirement	PEPRA	2%@62						2%@62		2%@62				
	Employee Cost Share													
	Social Security							\$ 437						
	Deferred Compensation									\$ 192				
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417						\$ 2,637		\$ 2,538				
	Dental	\$ 207						\$ 135		\$ 193				
	Vision							\$ 55		\$ 22				
	Other Ins.	\$ 83						\$ 292						
Leaves	Vacation	\$ 375						\$ 407		\$ 423				
	Holidays	\$ 325						\$ 325		\$ 395				
	Admin Leave									\$ 85				
Allow	Auto													
Benefit Package Total		\$ 4,407	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 4,287	\$ 0	\$ 3,848	\$ 0	\$ 0	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Purchasing Agent II**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	North Tahoe Public Utility District	Purchasing Technician	\$ 6,861	\$ 7,051	\$ 6,867	\$ 4,287	\$ 11,338	7/9/2023	7/1/2024	2.50% - 4.00%
2	Silicon Valley Clean Water <sup>1</sup>	[Office Assistant/ Procurement Specialist]	\$ 9,196	\$ 7,339	\$ 6,962	\$ 3,848	\$ 11,187	7/1/2023	unknown	unknown
3	Tahoe Truckee Sanitation	Purchasing Agent II	\$ 6,496	\$ 6,496	\$ 6,496	\$ 4,407	\$ 10,903	9/20/2023	7/1/2024	3.23%
4	Central Marin Sanitation Agency	N/C								
5	Delta Diablo Sanitation District	N/C								
6	Fairfield Suisun Sewer District	N/C								
7	Monterey One Water	N/C								
8	Napa Sanitation District	N/C								
9	Oro Loma Sanitary District	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Number of Matches	2	2	2	2

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

1 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Safety and Compliance Officer (Safety Officer)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Health and Safety Director	\$ 19,832	\$ 15,828	\$ 15,013	\$ 5,633	\$ 21,461	7/1/2023	unknown	unknown
2	Delta Diablo Sanitation District	Safety Manager	\$ 13,749	\$ 11,935	\$ 12,637	\$ 5,721	\$ 17,656	7/9/2023	7/1/2024	2.00% - 5.00%
3	Monterey One Water	Safety Officer	\$ 12,808	\$ 11,467	\$ 10,836	\$ 3,984	\$ 15,451	6/25/2023	unknown	unknown
4	Tahoe Truckee Sanitation	Safety and Compliance Officer (Safety Officer)	\$ 11,243	\$ 11,243	\$ 11,243	\$ 4,918	\$ 16,161	9/20/2023	7/1/2024	3.23%
5	Central Marin Sanitation Agency	Senior Safety Specialist	\$ 12,395	\$ 10,193	\$ 9,775	\$ 4,441	\$ 14,634	6/25/2023	unknown	unknown
6	Oro Loma Sanitary District	Safety and Special Programs Administrator	\$ 11,803	\$ 10,028	\$ 10,548	\$ 4,265	\$ 14,293	6/26/2023	6/24/2024	2.00% - 5.00%
7	Fairfield Suisun Sewer District	N/C								
8	Napa Sanitation District	N/C								
9	North Tahoe Public Utility District	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 14,117	\$ 11,890	\$ 11,762	\$ 16,699
% Tahoe Truckee Sanitation Agency Above/Below	-25.6%	-5.8%	-4.6%	-3.3%
Median of Comparators	\$ 12,808	\$ 11,467	\$ 10,836	\$ 15,451
% Tahoe Truckee Sanitation Agency Above/Below	-13.9%	-2.0%	3.6%	4.4%
75th Percentile	\$ 13,749	\$ 11,935	\$ 12,637	\$ 17,656
% Tahoe Truckee Sanitation Agency Above/Below	-22.3%	-6.2%	-12.4%	-9.3%
Number of Matches	5	5	5	5

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Safety and Compliance Officer (Safety Officer)	Senior Safety Specialist	Safety Manager	N/C	Safety Officer	N/C	N/C	Safety and Special Programs Administrator	Health and Safety Director	N/C	N/C	N/C	N/C
	<b>Adjusted Cost of Labor Top Monthly Salary</b>	\$ 11,243	\$ 10,193	\$ 11,935		\$ 11,467			\$ 10,028	\$ 15,828				
Retirement	PEPRA	2%@62	2%@62	2%@62		2%@62			2%@60	2%@62				
	Employee Cost Share					\$ -24								
	Social Security			\$ 740										
	Deferred Compensation			\$ 477					\$ 95	\$ 385				
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,657	\$ 2,656		\$ 2,431			\$ 2,656	\$ 2,538				
	Dental	\$ 207	\$ 250	\$ 211					\$ 150	\$ 193				
	Vision		\$ 45	\$ 31					\$ 13	\$ 22				
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 649	\$ 588	\$ 734		\$ 662			\$ 579	\$ 1,218				
	Holidays	\$ 562	\$ 510	\$ 643		\$ 695			\$ 617	\$ 852				
	Admin Leave		\$ 392	\$ 230		\$ 221				\$ 426				
Allow	Auto													
Benefit Package Total		\$ 4,918	\$ 4,441	\$ 5,721	\$ 0	\$ 3,984	\$ 0	\$ 0	\$ 4,265	\$ 5,633	\$ 0	\$ 0	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Safety and Compliance Officer (Safety Officer)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Health and Safety Director	\$ 19,832	\$ 15,828	\$ 15,013	\$ 5,633	\$ 21,461	7/1/2023	unknown	unknown
2	Delta Diablo Sanitation District	Safety Manager	\$ 13,749	\$ 11,935	\$ 12,637	\$ 5,721	\$ 17,656	7/9/2023	7/1/2024	2.00% - 5.00%
3	Tahoe Truckee Sanitation	Safety and Compliance Officer (Safety Officer)	\$ 11,243	\$ 11,243	\$ 11,243	\$ 4,918	\$ 16,161	9/20/2023	7/1/2024	3.23%
4	Monterey One Water	Safety Officer	\$ 12,808	\$ 11,467	\$ 10,836	\$ 3,984	\$ 15,451	6/25/2023	unknown	unknown
5	Central Marin Sanitation Agency	Senior Safety Specialist	\$ 12,395	\$ 10,193	\$ 9,775	\$ 4,441	\$ 14,634	6/25/2023	unknown	unknown
6	Oro Loma Sanitary District	Safety and Special Programs Administrator	\$ 11,803	\$ 10,028	\$ 10,548	\$ 4,265	\$ 14,293	6/26/2023	6/24/2024	2.00% - 5.00%
7	Fairfield Suisun Sewer District	N/C								
8	Napa Sanitation District	N/C								
9	North Tahoe Public Utility District	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 14,117	\$ 11,890	\$ 11,762	\$ 16,699
% Tahoe Truckee Sanitation Agency Above/Below	-25.6%	-5.8%	-4.6%	-3.3%
Median of Comparators	\$ 12,808	\$ 11,467	\$ 10,836	\$ 15,451
% Tahoe Truckee Sanitation Agency Above/Below	-13.9%	-2.0%	3.6%	4.4%
75th Percentile	\$ 13,749	\$ 11,935	\$ 12,637	\$ 17,656
% Tahoe Truckee Sanitation Agency Above/Below	-22.3%	-6.2%	-12.4%	-9.3%
Number of Matches	5	5	5	5

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**SCADA Specialist II (new class)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Tahoe Truckee Sanitation	SCADA Specialist II (new class)	proposed							
2	Monterey One Water	Controls Systems Programmer	\$ 12,740	\$ 11,406	\$ 10,778	\$ 3,756	\$ 15,162	6/25/2023	unknown	unknown
3	Delta Diablo Sanitation District	Control Systems Specialist	\$ 11,665	\$ 10,126	\$ 10,721	\$ 5,099	\$ 15,225	7/9/2023	unknown	4.00%
4	Central Marin Sanitation Agency	N/C								
5	Fairfield Suisun Sewer District	N/C								
6	Napa Sanitation District	N/C								
7	North Tahoe Public Utility District	N/C								
8	Oro Loma Sanitary District	N/C								
9	Silicon Valley Clean Water	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Number of Matches	2	2	2	2

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator



**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		SCADA Specialist II (new class)	N/C	Control Systems Specialist	N/C	Controls Systems Programmer	N/C	N/C	N/C	N/C	N/C	N/C	N/C	N/C
	Adjusted Cost of Labor Top Monthly Salary	proposed		\$ 10,126		\$ 11,406								
Retirement	PEPRA			2%@62		2%@62								
	Employee Cost Share					\$ -24								
	Social Security			\$ 628										
	Deferred Compensation			\$ 405										
	Other Ret.													
Insurance	Cafeteria													
	Health			\$ 2,656		\$ 2,431								
	Dental			\$ 211										
	Vision			\$ 31										
	Other Ins.													
Leaves	Vacation			\$ 623		\$ 658								
	Holidays			\$ 545		\$ 691								
	Admin Leave													
Allow	Auto													
Benefit Package Total		\$ 0	\$ 0	\$ 5,099	\$ 0	\$ 3,756	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**SCADA Specialist II (new class)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Delta Diablo Sanitation District	Control Systems Specialist	\$ 11,665	\$ 10,126	\$ 10,721	\$ 5,099	\$ 15,225	7/9/2023	unknown	4.00%
2	Monterey One Water	Controls Systems Programmer	\$ 12,740	\$ 11,406	\$ 10,778	\$ 3,756	\$ 15,162	6/25/2023	unknown	unknown
3	Tahoe Truckee Sanitation	SCADA Specialist II (new class)	proposed							
4	Central Marin Sanitation Agency	N/C								
5	Fairfield Suisun Sewer District	N/C								
6	Napa Sanitation District	N/C								
7	North Tahoe Public Utility District	N/C								
8	Oro Loma Sanitary District	N/C								
9	Silicon Valley Clean Water	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Number of Matches	2	2	2	2

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

**Tahoe Truckee Sanitation Agency  
Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)  
May 2024**

**Senior Engineer**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Fairfield Suisun Sewer District	Senior Engineer	\$ 17,373	\$ 15,307	\$ 16,999	\$ 8,169	\$ 23,476	4/5/2024	unknown	unknown
2	Tahoe City Public Utility District	Senior Civil Engineer	\$ 14,778	\$ 15,188	\$ 14,793	\$ 6,182	\$ 21,370	1/1/2024	unknown	unknown
3	North Tahoe Public Utility District <sup>3</sup>	[Project Engineer and Construction Manager/ Senior Engineer]	\$ 14,479	\$ 14,880	\$ 14,493	\$ 6,378	\$ 21,258	7/9/2023	7/1/2024	2.50% - 4.00%
4	Delta Diablo Sanitation District <sup>1</sup>	[Associate Engineer/ Senior Engineer]	\$ 16,979	\$ 14,739	\$ 15,606	\$ 6,842	\$ 21,581	7/9/2023	7/1/2024	2.00% - 5.00%
5	Truckee Sanitary District	Senior Engineer	\$ 14,723	\$ 14,723	\$ 14,723	\$ 4,900	\$ 19,623	12/29/2023	unknown	unknown
6	Monterey One Water	Principal Engineer	\$ 16,308	\$ 14,600	\$ 13,797	\$ 4,408	\$ 19,008	6/25/2023	unknown	unknown
7	Central Marin Sanitation Agency	Senior Engineer	\$ 17,359	\$ 14,275	\$ 13,690	\$ 5,038	\$ 19,313	6/25/2023	unknown	unknown
8	<b>Tahoe Truckee Sanitation</b>	<b>Senior Engineer</b>	<b>\$ 14,072</b>	<b>\$ 14,072</b>	<b>\$ 14,072</b>	<b>\$ 6,034</b>	<b>\$ 20,106</b>	<b>9/20/2023</b>	<b>7/1/2024</b>	<b>3.23%</b>
9	Union Sanitary District <sup>6</sup>	[Senior Engineer/ Principal Engineer]	\$ 16,387	\$ 13,852	\$ 13,577	\$ 5,405	\$ 19,257	9/1/2023	9/1/2024	unknown
10	Oro Loma Sanitary District	Senior Engineer	\$ 15,870	\$ 13,484	\$ 14,183	\$ 4,688	\$ 18,172	6/26/2023	6/24/2024	2.00% - 5.00%
11	Silicon Valley Clean Water <sup>4</sup>	[CIP Manager/ Engineer]	\$ 16,827	\$ 13,429	\$ 12,738	\$ 4,598	\$ 18,027	7/1/2023	unknown	unknown
12	Napa Sanitation District <sup>2</sup>	[Associate Engineer/ Senior Engineer]	\$ 14,622	\$ 13,232	\$ 13,526	\$ 5,160	\$ 18,392	7/8/2023	unknown	unknown
13	South Tahoe Public Utility	Senior Engineer	\$ 13,346	\$ 12,555	\$ 13,494	\$ 4,649	\$ 17,204	10/4/2024	unknown	unknown

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 15,754	\$ 14,189	\$ 14,302	\$ 19,723
% Tahoe Truckee Sanitation Agency Above/Below	-12.0%	-0.8%	-1.6%	1.9%
Median of Comparators	\$ 16,089	\$ 14,438	\$ 13,990	\$ 19,285
% Tahoe Truckee Sanitation Agency Above/Below	-14.3%	-2.6%	0.6%	4.1%
75th Percentile	\$ 16,865	\$ 14,774	\$ 14,741	\$ 21,286
% Tahoe Truckee Sanitation Agency Above/Below	-19.8%	-5.0%	-4.8%	-5.9%
Number of Matches	12	12	12	12

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

2 - Napa Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

3 - North Tahoe Public Utility District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.

4 - Silicon Valley Clean Water: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.

5 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

6 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Senior Engineer	Senior Engineer	[Associate Engineer/ Senior Engineer]	Senior Engineer	Principal Engineer	[Associate Engineer/ Senior Engineer]	[Project Engineer and Construction Manager/ Senior Engineer]	Senior Engineer	[CIP Manager/ Engineer]	Senior Engineer	Senior Civil Engineer	Senior Engineer	[Senior Engineer/ Principal Engineer]
	Adjusted Cost of Labor Top Monthly Salary	\$ 14,072	\$ 14,275	\$ 14,739	\$ 15,307	\$ 14,600	\$ 13,232	\$ 14,880	\$ 13,484	\$ 13,429	\$ 12,555	\$ 15,188	\$ 14,723	\$ 13,852
Retirement	PEPRA	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62	2%@62	2%@60	2%@62	2%@62	2%@62	2%@62	2%@62
	Employee Cost Share					\$ -31								
	Social Security			\$ 871	\$ 871			\$ 871			\$ 778	\$ 871	\$ 871	
	Deferred Compensation			\$ 590	\$ 1,378		\$ 250		\$ 106	\$ 192		\$ 304		\$ 254
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,657	\$ 2,656	\$ 2,656	\$ 2,431	\$ 2,656	\$ 2,637	\$ 2,656	\$ 2,538	\$ 2,389	\$ 2,379	\$ 2,379	\$ 3,174
	Dental	\$ 207	\$ 250	\$ 211	\$ 263		\$ 167	\$ 135	\$ 150	\$ 193	\$ 154	\$ 125	\$ 178	\$ 144
	Vision		\$ 45	\$ 31	\$ 11		\$ 26	\$ 55	\$ 13	\$ 22	\$ 24	\$ 42		\$ 22
	Other Ins.	\$ 83						\$ 292				\$ 125		
Leaves	Vacation	\$ 1,624	\$ 824	\$ 907	\$ 883	\$ 842	\$ 763	\$ 916	\$ 778	\$ 775	\$ 724	\$ 1,285	\$ 906	\$ 799
	Holidays	\$ 704	\$ 714	\$ 794	\$ 824	\$ 884	\$ 662	\$ 687	\$ 830	\$ 723	\$ 579	\$ 759	\$ 566	\$ 746
	Admin Leave		\$ 549	\$ 283	\$ 1,284	\$ 281	\$ 636	\$ 286		\$ 155		\$ 292		\$ 266
Allow	Auto			\$ 500				\$ 500						
Benefit Package Total		\$ 6,034	\$ 5,038	\$ 6,842	\$ 8,169	\$ 4,408	\$ 5,160	\$ 6,378	\$ 4,688	\$ 4,598	\$ 4,649	\$ 6,182	\$ 4,900	\$ 5,405

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Senior Engineer**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Fairfield Suisun Sewer District	Senior Engineer	\$ 17,373	\$ 15,307	\$ 16,999	\$ 8,169	\$ 23,476	4/5/2024	unknown	unknown
2	Delta Diablo Sanitation District <sup>1</sup>	[Associate Engineer/ Senior Engineer]	\$ 16,979	\$ 14,739	\$ 15,606	\$ 6,842	\$ 21,581	7/9/2023	7/1/2024	2.00% - 5.00%
3	Tahoe City Public Utility District	Senior Civil Engineer	\$ 14,778	\$ 15,188	\$ 14,793	\$ 6,182	\$ 21,370	1/1/2024	unknown	unknown
4	North Tahoe Public Utility District <sup>3</sup>	[Project Engineer and Construction Manager/ Senior Engineer]	\$ 14,479	\$ 14,880	\$ 14,493	\$ 6,378	\$ 21,258	7/9/2023	7/1/2024	2.50% - 4.00%
5	Tahoe Truckee Sanitation	Senior Engineer	\$ 14,072	\$ 14,072	\$ 14,072	\$ 6,034	\$ 20,106	9/20/2023	7/1/2024	3.23%
6	Truckee Sanitary District	Senior Engineer	\$ 14,723	\$ 14,723	\$ 14,723	\$ 4,900	\$ 19,623	12/29/2023	unknown	unknown
7	Central Marin Sanitation Agency	Senior Engineer	\$ 17,359	\$ 14,275	\$ 13,690	\$ 5,038	\$ 19,313	6/25/2023	unknown	unknown
8	Union Sanitary District <sup>6</sup>	[Senior Engineer/ Principal Engineer]	\$ 16,387	\$ 13,852	\$ 13,577	\$ 5,405	\$ 19,257	9/1/2023	9/1/2024	unknown
9	Monterey One Water	Principal Engineer	\$ 16,308	\$ 14,600	\$ 13,797	\$ 4,408	\$ 19,008	6/25/2023	unknown	unknown
10	Napa Sanitation District <sup>2</sup>	[Associate Engineer/ Senior Engineer]	\$ 14,622	\$ 13,232	\$ 13,526	\$ 5,160	\$ 18,392	7/8/2023	unknown	unknown
11	Oro Loma Sanitary District	Senior Engineer	\$ 15,870	\$ 13,484	\$ 14,183	\$ 4,688	\$ 18,172	6/26/2023	6/24/2024	2.00% - 5.00%
12	Silicon Valley Clean Water <sup>4</sup>	[CIP Manager/ Engineer]	\$ 16,827	\$ 13,429	\$ 12,738	\$ 4,598	\$ 18,027	7/1/2023	unknown	unknown
13	South Tahoe Public Utility District <sup>5</sup>	Senior Engineer	\$ 13,346	\$ 12,555	\$ 13,494	\$ 4,649	\$ 17,204	10/4/2024	unknown	unknown

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 15,754	\$ 14,189	\$ 14,302	\$ 19,723
% Tahoe Truckee Sanitation Agency Above/Below	-12.0%	-0.8%	-1.6%	1.9%
Median of Comparators	\$ 16,089	\$ 14,438	\$ 13,990	\$ 19,285
% Tahoe Truckee Sanitation Agency Above/Below	-14.3%	-2.6%	0.6%	4.1%
75th Percentile	\$ 16,865	\$ 14,774	\$ 14,741	\$ 21,286
% Tahoe Truckee Sanitation Agency Above/Below	-19.8%	-5.0%	-4.8%	-5.9%
Number of Matches	12	12	12	12

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

- 1 - Delta Diablo Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 2 - Napa Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 3 - North Tahoe Public Utility District: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.
- 4 - Silicon Valley Clean Water: Functional Match: This hybrid match represents that the duties of the class are performed by more than one class at the comparator agency. The salary displayed is the higher of the matches.
- 5 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.
- 6 - Union Sanitary District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Technical Services Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Silicon Valley Clean Water <sup>4</sup>	[Laboratory Director/ Authority Engineer]	\$ 25,154	\$ 20,075	\$ 19,041	\$ 6,753	\$ 26,828	7/1/2023	unknown	unknown
2	Central Marin Sanitation Agency	Technical Services Manager	\$ 21,596	\$ 17,760	\$ 17,032	\$ 5,547	\$ 23,307	6/25/2023	unknown	unknown
3	Fairfield Suisun Sewer District <sup>1</sup>	[Engineering Manager/ Lab Manager]	\$ 17,658	\$ 15,558	\$ 17,278	\$ 8,241	\$ 23,799	4/5/2024	unknown	unknown
4	Tahoe Truckee Sanitation	Technical Services Department Manager	\$ 15,317	\$ 15,317	\$ 15,317	\$ 6,240	\$ 21,557	9/20/2023	7/1/2024	3.23%
5	Monterey One Water <sup>2</sup>	[Laboratory and Environmental Services Manager/ Director of Engineering]	\$ 17,103	\$ 15,311	\$ 14,469	\$ 4,622	\$ 19,933	3/4/2024	unknown	unknown
6	Napa Sanitation District <sup>3</sup>	[Assistant General Manager-Dist. Engineer/ Regulatory Compliance Manager]	\$ 16,297	\$ 14,748	\$ 15,076	\$ 5,567	\$ 20,315	7/8/2023	unknown	unknown
7	Delta Diablo Sanitation District	N/C								
8	North Tahoe Public Utility District	N/C								
9	Oro Loma Sanitary District	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 19,562	\$ 16,690	\$ 16,579	\$ 22,836
% Tahoe Truckee Sanitation Agency Above/Below	-27.7%	-9.0%	-8.2%	-5.9%
Median of Comparators	\$ 17,658	\$ 15,558	\$ 17,032	\$ 23,307
% Tahoe Truckee Sanitation Agency Above/Below	-15.3%	-1.6%	-11.2%	-8.1%
75th Percentile	\$ 21,596	\$ 17,760	\$ 17,278	\$ 23,799
% Tahoe Truckee Sanitation Agency Above/Below	-41.0%	-15.9%	-12.8%	-10.4%
Number of Matches	5	5	5	5

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

- 1 - Fairfield Suisun Sewer District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 2 - Monterey One Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 3 - Napa Sanitation District: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.
- 4 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Technical Services Department Manager	Technical Services Manager	N/C	[Engineering Manager/ Lab Manager]	[Laboratory and Environmental Services Manager/ Director of Engineering]	[Assistant General Manager-Dist. Engineer/ Regulatory Compliance Manager]	N/C	N/C	[Laboratory Director/ Authority Engineer]	N/C	N/C	N/C	N/C
	Adjusted Cost of Labor Top Monthly Salary	\$ 15,317	\$ 17,760		\$ 15,558	\$ 15,311	\$ 14,748			\$ 20,075				
Retirement	PEPRA	2%@62	2%@62		2%@62	2%@62	2%@62			2%@62				
	Employee Cost Share					\$ -32								
	Social Security				\$ 871									
	Deferred Compensation				\$ 1,400		\$ 250			\$ 385				
	Other Ret.													
Insurance	Cafeteria													
	Health	\$ 3,417	\$ 2,657		\$ 2,656	\$ 2,431	\$ 2,656			\$ 2,538				
	Dental	\$ 207	\$ 250		\$ 263		\$ 167			\$ 193				
	Vision		\$ 45		\$ 11		\$ 26			\$ 22				
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 1,767	\$ 1,025		\$ 898	\$ 883	\$ 851			\$ 1,544				
	Holidays	\$ 766	\$ 888		\$ 838	\$ 927	\$ 737			\$ 1,081				
	Admin Leave		\$ 683		\$ 1,305	\$ 412	\$ 879			\$ 540				
Allow	Auto									\$ 450				
Benefit Package Total		\$ 6,240	\$ 5,547	\$ 0	\$ 8,241	\$ 4,622	\$ 5,567	\$ 0	\$ 0	\$ 6,753	\$ 0	\$ 0	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Technical Services Department Manager**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Silicon Valley Clean Water <sup>4</sup>	[Laboratory Director/ Authority Engineer]	\$ 25,154	\$ 20,075	\$ 19,041	\$ 6,753	\$ 26,828	7/1/2023	unknown	unknown
2	Fairfield Suisun Sewer District <sup>1</sup>	[Engineering Manager/ Lab Manager]	\$ 17,658	\$ 15,558	\$ 17,278	\$ 8,241	\$ 23,799	4/5/2024	unknown	unknown
3	Central Marin Sanitation Agency	Technical Services Manager	\$ 21,596	\$ 17,760	\$ 17,032	\$ 5,547	\$ 23,307	6/25/2023	unknown	unknown
4	Tahoe Truckee Sanitation	Technical Services Department Manager	\$ 15,317	\$ 15,317	\$ 15,317	\$ 6,240	\$ 21,557	9/20/2023	7/1/2024	3.23%
5	Napa Sanitation District <sup>3</sup>	[Assistant General Manager-Dist. Engineer/ Regulatory Compliance Manager]	\$ 16,297	\$ 14,748	\$ 15,076	\$ 5,567	\$ 20,315	7/8/2023	unknown	unknown
6	Monterey One Water <sup>2</sup>	[Laboratory and Environmental Services Manager/ Director of Engineering]	\$ 17,103	\$ 15,311	\$ 14,469	\$ 4,622	\$ 19,933	3/4/2024	unknown	unknown
7	Delta Diablo Sanitation District	N/C								
8	North Tahoe Public Utility District	N/C								
9	Oro Loma Sanitary District	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

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4 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.



## Appendix III

### Proposed Salary Range Schedule

Tahoe-Truckee Sanitation Agency  
Appendix III: Proposed Salary Plan

FACTORS
Range 6, Step 6, Annual <b>\$70,553.60</b>
Step Increase <b>5.00%</b>
Range Increase <b>2.50%</b>
Pay Periods per <b>26</b>
Hours per Year <b>2,080</b>

← Lowest current salary top step

Salary Range	Annual						Monthly						Bi-weekly						Hourly						
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	
1	48,860	51,303	53,868	56,562	59,390	62,359	4,072	4,275	4,489	4,713	4,949	5,197	1,879.23	1,973.19	2,071.85	2,175.44	2,284.22	2,398.43	23.49	24.66	25.90	27.19	28.55	29.98	
2	50,081	52,586	55,215	57,976	60,874	63,918	4,173	4,382	4,601	4,831	5,073	5,327	1,926.21	2,022.52	2,123.65	2,229.83	2,341.32	2,458.39	24.08	25.28	26.55	27.87	29.27	30.73	
3	51,334	53,900	56,595	59,425	62,396	65,516	4,278	4,492	4,716	4,952	5,200	5,460	1,974.37	2,073.08	2,176.74	2,285.58	2,399.85	2,519.85	24.68	25.91	27.21	28.57	30.00	31.50	
4	52,617	55,248	58,010	60,911	63,956	67,154	4,385	4,604	4,834	5,076	5,330	5,596	2,023.73	2,124.91	2,231.16	2,342.72	2,459.85	2,582.84	25.30	26.56	27.89	29.28	30.75	32.29	
5	53,932	56,629	59,460	62,433	65,555	68,833	4,494	4,719	4,955	5,203	5,463	5,736	2,074.32	2,178.03	2,286.94	2,401.28	2,521.35	2,647.41	25.93	27.23	28.59	30.02	31.52	33.09	
6	55,281	58,045	60,947	63,994	67,194	70,554	4,607	4,837	5,079	5,333	5,599	5,879	2,126.18	2,232.49	2,344.11	2,461.32	2,584.38	2,713.60	26.58	27.91	29.30	30.77	32.30	33.92	
7	56,663	59,496	62,471	65,594	68,874	72,317	4,722	4,958	5,206	5,466	5,739	6,026	2,179.33	2,288.30	2,402.71	2,522.85	2,648.99	2,781.44	27.24	28.60	30.03	31.54	33.11	34.77	
8	58,079	60,983	64,032	67,234	70,596	74,125	4,840	5,082	5,336	5,603	5,883	6,177	2,233.81	2,345.51	2,462.78	2,585.92	2,715.22	2,850.98	27.92	29.32	30.78	32.32	33.94	35.64	
9	59,531	62,508	65,633	68,915	72,360	75,979	4,961	5,209	5,469	5,743	6,030	6,332	2,289.66	2,404.14	2,524.35	2,650.57	2,783.10	2,922.25	28.62	30.05	31.55	33.13	34.79	36.53	
10	61,019	64,070	67,274	70,638	74,169	77,878	5,085	5,339	5,606	5,886	6,181	6,490	2,346.90	2,464.25	2,587.46	2,716.83	2,852.67	2,995.31	29.34	30.80	32.34	33.96	35.66	37.44	
11	62,545	65,672	68,956	72,404	76,024	79,825	5,212	5,473	5,746	6,034	6,335	6,652	2,405.57	2,525.85	2,652.14	2,784.75	2,923.99	3,070.19	30.07	31.57	33.15	34.81	36.55	38.38	
12	64,109	67,314	70,680	74,214	77,924	81,821	5,342	5,609	5,890	6,184	6,494	6,818	2,465.71	2,589.00	2,718.45	2,854.37	2,997.09	3,146.94	30.82	32.36	33.98	35.68	37.46	39.34	
13	65,711	68,997	72,447	76,069	79,872	83,866	5,476	5,750	6,037	6,339	6,656	6,989	2,527.36	2,653.72	2,786.41	2,925.73	3,072.02	3,225.62	31.59	33.17	34.83	36.57	38.40	40.32	
14	67,354	70,722	74,258	77,971	81,869	85,963	5,613	5,893	6,188	6,498	6,822	7,164	2,590.54	2,720.07	2,856.07	2,998.87	3,148.82	3,306.26	32.38	34.00	35.70	37.49	39.36	41.33	
15	69,038	72,490	76,114	79,920	83,916	88,112	5,753	6,041	6,343	6,660	6,993	7,343	2,655.30	2,788.07	2,927.47	3,073.85	3,227.54	3,388.91	33.19	34.85	36.59	38.42	40.34	42.36	
16	70,764	74,302	78,017	81,918	86,014	90,315	5,897	6,192	6,501	6,826	7,168	7,526	2,721.69	2,857.77	3,000.66	3,150.69	3,308.23	3,473.64	34.02	35.72	37.51	39.38	41.35	43.42	
17	72,533	76,160	79,968	83,966	88,164	92,572	6,044	6,347	6,664	6,997	7,347	7,714	2,789.73	2,929.21	3,075.68	3,229.46	3,390.93	3,560.48	34.87	36.62	38.45	40.37	42.39	44.51	
18	74,346	78,064	81,967	86,065	90,368	94,887	6,196	6,505	6,831	7,172	7,531	7,907	2,859.47	3,002.44	3,152.57	3,310.20	3,475.71	3,649.49	35.74	37.53	39.41	41.38	43.45	45.62	
19	76,205	80,015	84,016	88,217	92,628	97,259	6,350	6,668	7,001	7,351	7,719	8,105	2,930.96	3,077.51	3,231.38	3,392.95	3,562.60	3,740.73	36.64	38.47	40.39	42.41	44.53	46.76	
20	78,110	82,016	86,116	90,422	94,943	99,690	6,509	6,835	7,176	7,535	7,912	8,308	3,004.23	3,154.44	3,312.17	3,477.77	3,651.66	3,834.25	37.55	39.43	41.40	43.47	45.65	47.93	
21	80,063	84,066	88,269	92,683	97,317	102,183	6,672	7,005	7,356	7,724	8,110	8,515	3,079.34	3,233.30	3,394.97	3,564.72	3,742.95	3,930.10	38.49	40.42	42.44	44.56	46.79	49.13	
22	82,064	86,168	90,476	95,000	99,750	104,737	6,839	7,181	7,540	7,917	8,312	8,728	3,156.32	3,314.14	3,479.84	3,653.84	3,836.53	4,028.35	39.45	41.43	43.50	45.67	47.96	50.35	
23	84,116	88,322	92,738	97,375	102,243	107,356	7,010	7,360	7,728	8,115	8,520	8,946	3,235.23	3,396.99	3,566.84	3,745.18	3,932.44	4,129.06	40.44	42.46	44.59	46.81	49.16	51.61	
24	86,219	90,530	95,056	99,809	104,800	110,040	7,185	7,544	7,921	8,317	8,733	9,170	3,316.11	3,481.92	3,656.01	3,838.81	4,030.75	4,232.29	41.45	43.52	45.70	47.99	50.38	52.90	
25	88,374	92,793	97,433	102,304	107,420	112,791	7,365	7,733	8,119	8,525	8,952	9,399	3,399.01	3,568.96	3,747.41	3,934.78	4,131.52	4,338.10	42.49	44.61	46.84	49.18	51.64	54.23	
26	90,584	95,113	99,869	104,862	110,105	115,610	7,549	7,926	8,322	8,738	9,175	9,634	3,483.99	3,658.19	3,841.10	4,033.15	4,234.81	4,446.55	43.55	45.73	48.01	50.41	52.94	55.58	
27	92,848	97,491	102,365	107,483	112,858	118,501	7,737	8,124	8,530	8,957	9,405	9,875	3,571.09	3,749.64	3,937.12	4,133.98	4,340.68	4,557.71	44.64	46.87	49.21	51.67	54.26	56.97	
28	95,169	99,928	104,924	110,171	115,679	121,463	7,931	8,327	8,744	9,181	9,640	10,122	3,660.36	3,843.38	4,035.55	4,237.33	4,449.20	4,671.66	45.75	48.04	50.44	52.97	55.61	58.40	
29	97,549	102,426	107,547	112,925	118,571	124,500	8,129	8,536	8,962	9,410	9,881	10,375	3,751.87	3,939.47	4,136.44	4,343.26	4,560.43	4,788.45	46.90	49.24	51.71	54.29	57.01	59.86	
30	99,987	104,987	110,236	115,748	121,535	127,612	8,332	8,749	9,186	9,646	10,128	10,634	3,845.67	4,037.95	4,239.85	4,451.84	4,674.44	4,908.16	48.07	50.47	53.00	55.65	58.43	61.35	
31	102,487	107,611	112,992	118,642	124,574	130,802	8,541	8,968	9,416	9,887	10,381	10,900	3,941.81	4,138.90	4,345.85	4,563.14	4,791.30	5,030.86	49.27	51.74	54.32	57.04	59.89	62.89	
32	105,049	110,302	115,817	121,608	127,688	134,072	8,754	9,192	9,651	10,134	10,641	11,173	4,040.36	4,242.38	4,454.49	4,677.22	4,911.08	5,156.63	50.50	53.03	55.68	58.47	61.39	64.46	
33	107,676	113,059	118,712	124,648	130,880	137,424	8,973	9,422	9,893	10,387	10,907	11,452	4,141.37	4,348.44	4,565.86	4,794.15	5,033.86	5,285.55	51.77	54.36	57.07	59.93	62.92	66.07	
34	110,367	115,886	121,680	127,764	134,152	140,860	9,197	9,657	10,140	10,647	11,179	11,738	4,244.90	4,457.15	4,680.00	4,914.00	5,159.70	5,417.69	53.06	55.71	58.50	61.43	64.50	67.72	
35	113,127	118,783	124,722	130,958	137,506	144,381	9,427	9,899	10,394	10,913	11,459	12,032	4,351.02	4,568.57	4,797.00	5,036.85	5,288.70	5,553.13	54.39	57.11	59.96	62.96	66.11	69.41	
36	115,955	121,753	127,840	134,232	140,944	147,991	9,663	10,146	10,653	11,186	11,745	12,333	4,459.80	4,682.79	4,916.93	5,162.77	5,420.91	5,691.96	55.75	58.53	61.46	64.53	67.76	71.15	
37	118,854	124,796	131,036	137,588	144,467	151,691	9,904	10,400	10,920	11,466	12,039	12,641	4,571.29	4,799.86	5,039.85	5,291.84	5,556.44	5,834.26	57.14	60.00	63.00	66.15	69.46	72.93	
38	121,825	127,916	134,312	141,028	148,079	155,483	10,152	10,660	11,193	11,752	12,340	12,957	4,685.58	4,919.86											

Tahoe-Truckee Sanitation Agency  
Appendix III: Proposed Salary Plan

Salary Range	Annual						Monthly						Bi-weekly						Hourly						
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	
45	144,812	152,052	159,655	167,638	176,019	184,820	12,068	12,671	13,305	13,970	14,668	15,402	5,569.68	5,848.16	6,140.57	6,447.60	6,769.98	7,108.48	69.62	73.10	76.76	80.59	84.62	88.86	
46	148,432	155,854	163,646	171,828	180,420	189,441	12,369	12,988	13,637	14,319	15,035	15,787	5,708.92	5,994.37	6,294.08	6,608.79	6,939.23	7,286.19	71.36	74.93	78.68	82.61	86.74	91.08	
47	152,143	159,750	167,737	176,124	184,930	194,177	12,679	13,312	13,978	14,677	15,411	16,181	5,851.64	6,144.23	6,451.44	6,774.01	7,112.71	7,468.34	73.15	76.80	80.64	84.68	88.91	93.35	
48	155,946	163,744	171,931	180,527	189,554	199,031	12,996	13,645	14,328	15,044	15,796	16,586	5,997.93	6,297.83	6,612.72	6,943.36	7,290.53	7,655.05	74.97	78.72	82.66	86.79	91.13	95.69	
49	159,845	167,837	176,229	185,040	194,293	204,007	13,320	13,986	14,686	15,420	16,191	17,001	6,147.88	6,455.28	6,778.04	7,116.94	7,472.79	7,846.43	76.85	80.69	84.73	88.96	93.41	98.08	
50	163,841	172,033	180,635	189,667	199,150	209,107	13,653	14,336	15,053	15,806	16,596	17,426	6,301.58	6,616.66	6,947.49	7,294.87	7,659.61	8,042.59	78.77	82.71	86.84	91.19	95.75	100.53	
51	167,937	176,334	185,151	194,408	204,129	214,335	13,995	14,694	15,429	16,201	17,011	17,861	6,459.12	6,782.07	7,121.18	7,477.24	7,851.10	8,243.65	80.74	84.78	89.01	93.47	98.14	103.05	
52	172,136	180,742	189,779	199,268	209,232	219,693	14,345	15,062	15,815	16,606	17,436	18,308	6,620.60	6,951.63	7,299.21	7,664.17	8,047.38	8,449.75	82.76	86.90	91.24	95.80	100.59	105.62	
53	176,439	185,261	194,524	204,250	214,463	225,186	14,703	15,438	16,210	17,021	17,872	18,765	6,786.11	7,125.42	7,481.69	7,855.77	8,248.56	8,660.99	84.83	89.07	93.52	98.20	103.11	108.26	
54	180,850	189,892	199,387	209,356	219,824	230,815	15,071	15,824	16,616	17,446	18,319	19,235	6,955.76	7,303.55	7,668.73	8,052.17	8,454.78	8,877.51	86.95	91.29	95.86	100.65	105.68	110.97	
55	185,371	194,640	204,372	214,590	225,320	236,586	15,448	16,220	17,031	17,883	18,777	19,715	7,129.66	7,486.14	7,860.45	8,253.47	8,666.14	9,099.45	89.12	93.58	98.26	103.17	108.33	113.74	
56	190,005	199,506	209,481	219,955	230,953	242,500	15,834	16,625	17,457	18,330	19,246	20,208	7,307.90	7,673.30	8,056.96	8,459.81	8,882.80	9,326.94	91.35	95.92	100.71	105.75	111.03	116.59	
57	194,756	204,493	214,718	225,454	236,727	248,563	16,230	17,041	17,893	18,788	19,727	20,714	7,490.60	7,865.13	8,258.38	8,671.30	9,104.87	9,560.11	93.63	98.31	103.23	108.39	113.81	119.50	
58	199,624	209,606	220,086	231,090	242,645	254,777	16,635	17,467	18,340	19,258	20,220	21,231	7,677.86	8,061.76	8,464.84	8,888.09	9,332.49	9,799.11	95.97	100.77	105.81	111.10	116.66	122.49	
59	204,615	214,846	225,588	236,867	248,711	261,146	17,051	17,904	18,799	19,739	20,726	21,762	7,869.81	8,263.30	8,676.46	9,110.29	9,565.80	10,044.09	98.37	103.29	108.46	113.88	119.57	125.55	
60	209,730	220,217	231,228	242,789	254,929	267,675	17,478	18,351	19,269	20,232	21,244	22,306	8,066.55	8,469.88	8,893.38	9,338.05	9,804.95	10,295.19	100.83	105.87	111.17	116.73	122.56	128.69	
61	214,974	225,722	237,008	248,859	261,302	274,367	17,914	18,810	19,751	20,738	21,775	22,864	8,268.22	8,681.63	9,115.71	9,571.50	10,050.07	10,552.57	103.35	108.52	113.95	119.64	125.63	131.91	
62	220,348	231,365	242,934	255,080	267,834	281,226	18,362	19,280	20,244	21,257	22,320	23,436	8,474.92	8,898.67	9,343.60	9,810.78	10,301.32	10,816.39	105.94	111.23	116.80	122.63	128.77	135.20	
63	225,857	237,150	249,007	261,457	274,530	288,257	18,821	19,762	20,751	21,788	22,878	24,021	8,686.80	9,121.14	9,577.19	10,056.05	10,558.86	11,086.80	108.58	114.01	119.71	125.70	131.99	138.58	
64	231,503	243,078	255,232	267,994	281,394	295,463	19,292	20,257	21,269	22,333	23,449	24,622	8,903.97	9,349.17	9,816.62	10,307.45	10,822.83	11,363.97	111.30	116.86	122.71	128.84	135.29	142.05	
65	237,291	249,155	261,613	274,694	288,428	302,850	19,774	20,763	21,801	22,891	24,036	25,237	9,126.57	9,582.89	10,062.04	10,565.14	11,093.40	11,648.07	114.08	119.79	125.78	132.06	138.67	145.60	
66	243,223	255,384	268,153	281,561	295,639	310,421	20,269	21,282	22,346	23,463	24,637	25,868	9,354.73	9,822.47	10,313.59	10,829.27	11,370.73	11,939.27	116.93	122.78	128.92	135.37	142.13	149.24	
67	249,304	261,769	274,857	288,600	303,030	318,182	20,775	21,814	22,905	24,050	25,253	26,515	9,588.60	10,068.03	10,571.43	11,100.00	11,655.00	12,237.75	119.86	125.85	132.14	138.75	145.69	152.97	
68	255,536	268,313	281,729	295,815	310,606	326,136	21,295	22,359	23,477	24,651	25,884	27,178	9,828.31	10,319.73	10,835.72	11,377.50	11,946.38	12,543.69	122.85	129.00	135.45	142.22	149.33	156.80	
69	261,925	275,021	288,772	303,210	318,371	334,289	21,827	22,918	24,064	25,268	26,531	27,857	10,074.02	10,577.72	11,106.61	11,661.94	12,245.04	12,857.29	125.93	132.22	138.83	145.77	153.06	160.72	
70	268,473	281,896	295,991	310,791	326,330	342,647	22,373	23,491	24,666	25,899	27,194	28,554	10,325.87	10,842.17	11,384.27	11,953.49	12,551.16	13,178.72	129.07	135.53	142.30	149.42	156.89	164.73	
71	275,184	288,944	303,391	318,560	334,488	351,213	22,932	24,079	25,283	26,547	27,874	29,268	10,584.02	11,113.22	11,668.88	12,252.32	12,864.94	13,508.19	132.30	138.92	145.86	153.15	160.81	168.85	
72	282,064	296,167	310,976	326,524	342,851	359,993	23,505	24,681	25,915	27,210	28,571	29,999	10,848.62	11,391.05	11,960.60	12,558.63	13,186.56	13,845.89	135.61	142.39	149.51	156.98	164.83	173.07	
73	289,116	303,571	318,750	334,688	351,422	368,993	24,093	25,298	26,563	27,891	29,285	30,749	11,119.83	11,675.83	12,259.62	12,872.60	13,516.23	14,192.04	139.00	145.95	153.25	160.91	168.95	177.40	
74	296,344	311,161	326,719	343,055	360,207	378,218	24,695	25,930	27,227	28,588	30,017	31,518	11,397.83	11,967.72	12,566.11	13,194.41	13,854.13	14,546.84	142.47	149.60	157.08	164.93	173.18	181.84	
75	303,752	318,940	334,887	351,631	369,213	387,673	25,313	26,578	27,907	29,303	30,768	32,306	11,682.78	12,266.91	12,880.26	13,524.27	14,200.49	14,910.51	146.03	153.34	161.00	169.05	177.51	186.38	
76	311,346	326,913	343,259	360,422	378,443	397,365	25,945	27,243	28,605	30,035	31,537	33,114	11,974.85	12,573.59	13,202.27	13,862.38	14,555.50	15,283.27	149.69	157.17	165.03	173.28	181.94	191.04	
77	319,130	335,086	351,840	369,432	387,904	407,299	26,594	27,924	29,320	30,786	32,325	33,942	12,274.22	12,887.93	13,532.32	14,208.94	14,919.39	15,665.36	153.43	161.10	169.15	177.61	186.49	195.82	
78	327,108	343,463	360,636	378,668	397,602	417,482	27,259	28,622	30,053	31,556	33,133	34,790	12,581												

Salary Range	Annual						Monthly						Bi-weekly						Hourly					
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
100	563,140	591,297	620,861	651,904	684,500	718,725	46,928	49,275	51,738	54,325	57,042	59,894	21,659.21	22,742.17	23,879.28	25,073.25	26,326.91	27,643.25	270.74	284.28	298.49	313.42	329.09	345.54

## Appendix IV

### Salary Range Placement Recommendations

Tahoe-Truckee Sanitation Agency  
Appendix IV: Recommended Range Placements

**Legend for columns:**

Column 1 - Classification Title.

Column 2 - TTSA's current monthly maximum salaries.

Column 3 - Percent difference between TTSA's current maximum monthly salaries and the desired market position.

Column 4 - Monthly market values derived from the total compensation survey results.

Column 5 - Salary range number of the consultant's newly proposed salary range schedule.

Column 6 - Monthly maximum salary of the consultant's newly proposed salary ranges.

Column 7 - Percent difference between TTSA's current salaries and the consultant's proposed salaries.

Column 8 - Indicates study benchmark classifications.

Column 9 - Rationale for consultant's proposed maximum monthly salary recommendation (i.e., the proposed range placement within the newly proposed salary range schedule).

Class Title	Current Maximum Monthly Salary	% from Top Monthly Median	Market Placement	Proposed Salary Range	Proposed Maximum Monthly Salary	Percent Difference	Study Benchmark	Rationale
Accounting Assistant I (new)	TBD			9	\$6,332			Internal alignment. 10% below Accounting Assistant II.
Accounting Assistant II (Accounting Technician I)	\$5,880	-17.3%	\$6,897	13	\$6,989	18.86%	x	Market and range placement.
Accounting Supervisor	\$7,930	-45.5%	\$11,538	30	\$10,634	34.10%	x	Internal alignment. 45% above Payroll Specialist.
Administrative Assistant I (new)	TBD			14	\$7,164			Internal alignment. 10% below Administrative Assistant II.
Administrative Assistant II (new)	TBD		\$7,884	18	\$7,907		x	Market and range placement.
Assistant Engineer	\$10,965		\$10,965	36	\$12,333	12.47%		Internal alignment. 10% below Associate Engineer.
Associate Engineer	\$10,966	-21.3%	\$13,302	40	\$13,613	24.14%	x	Market and range placement.
Chemist I	\$7,001			21	\$8,515	21.63%		Internal alignment. 10% below Chemist II.
Chemist II	\$7,734			25	\$9,399	21.53%		Internal alignment. 10% below Chemist III.
Chemist III	\$8,545	-20.6%	\$10,305	29	\$10,375	21.42%	x	Market and range placement.
Chief Financial Officer/Risk Manager (Finance and Administrative Department Manager)	\$15,704	-16.4%	\$18,279	54	\$19,235	22.48%	x	Internal alignment. Align with Technical Services Department Manager.
Chief Plant Operator	\$12,736	-22.7%	\$15,627	46	\$15,787	23.95%	x	Market and range placement.
CMMS-GIS Technician	\$8,009	Insuff. Data	Insuff. Data	30	\$10,634	32.78%	x	Internal alignment. Align with Information Technology Specialist I.
Customer Service Specialist I	\$5,879			10	\$6,490	10.38%		Internal alignment. 10% below Customer Service Specialist II.
Customer Service Specialist II	\$6,496	-9.6%	\$7,120	14	\$7,164	10.28%	x	Market and range placement.
Electrical and Instrumentation Supervisor	\$12,736	2.7%	\$12,392	39	\$13,281	4.28%	x	Internal alignment. 20% above Electrical and Instrumentation Technician III.
Electrical and Instrumentation Technician I	\$8,545		\$8,545	23	\$8,946	4.69%		Internal alignment. 10% below Electrical and Instrumentation Technician II.
Electrical and Instrumentation Technician II	\$9,441		\$9,441	27	\$9,875	4.59%		Internal alignment. 10% below Electrical and Instrumentation Technician III.
Electrical and Instrumentation Technician III	\$10,433	-3.5%	\$10,798	31	\$10,900	4.48%	x	Market and range placement.
Executive Assistant/Board Clerk	\$9,302	-20.4%	\$11,200	33	\$11,452	23.11%	x	Market and range placement.
General Manager	\$21,609	-16.3%	\$25,131	65	\$25,237	16.79%	x	Market and range placement.
Human Resources Administrator	\$12,993	-13.3%	\$14,721	44	\$15,026	15.65%	x	Market and range placement.
Information Technology Specialist I (new)	TBD			30	\$10,634			Internal alignment. 10% below Information Technology Specialist I.
Information Technology Specialist II (Information Technology Specialist)	\$10,696	Insuff. Data	Insuff. Data	34	\$11,738	9.75%	x	Internal alignment. 25% below Information Technology Supervisor.
Information Technology Supervisor	\$12,736	-16.0%	\$14,774	44	\$15,026	17.98%	x	Market and range placement.
Inventory Control Specialist	\$7,142	-7.0%	\$7,642	17	\$7,714	8.01%	x	Market and range placement.
Laboratory Director	\$12,736	-16.8%	\$14,876	44	\$15,026	17.98%	x	Market and range placement.
Laboratory Technician (new)	TBD		\$7,072	14	\$7,164		x	Market and range placement.
Maintenance Department Manager	\$15,317	-21.7%	\$18,641	54	\$19,235	25.58%	x	Internal alignment. Align with Operations Department Manager.

**Tahoe-Truckee Sanitation Agency**  
**Appendix IV: Recommended Range Placements**

Class Title	Current Maximum Monthly Salary	% from Top Monthly Median	Market Placement	Proposed Salary Range	Proposed Maximum Monthly Salary	Percent Difference	Study Benchmark	Rationale
Maintenance Mechanic I	\$6,828			18	\$7,907	15.81%		Internal alignment. 10% below Maintenance Mechanic II.
Maintenance Mechanic II	\$7,543			22	\$8,728	15.70%		Internal alignment. 10% below Maintenance Mechanic III.
Maintenance Mechanic III	\$8,335	-14.1%	\$9,510	26	\$9,634	15.59%	x	Market and range placement.
Maintenance Supervisor	\$12,736	-15.3%	\$14,685	42	\$14,302	12.30%	x	Internal alignment. Align with Operations Supervisor.
Operations Department Manager	\$15,317	-25.0%	\$19,146	54	\$19,235	25.58%	x	Internal alignment. Align with Technical Services Department Manager.
Operations Manager/Chief Plant Operator (new)	TBD			54	\$19,235			Internal alignment. Align with Operations Department Manager.
Operations Supervisor	\$11,243	-25.6%	\$14,121	42	\$14,302	27.21%	x	Market and range placement.
Operator I	\$6,828			22	\$8,728	27.84%		Internal alignment. 10% below Operator II.
Operator II	\$7,544	-26.9%	\$9,573	26	\$9,634	27.71%	x	Market and range placement.
Operator III	\$8,335	-23.0%	\$10,252	30	\$10,634	27.59%	x	Internal alignment. 10% above Operator II.
Operator In Training	\$6,179			18	\$7,907	27.96%		Internal alignment. 10% below Operator I.
Payroll Specialist (Accounting Technician II)	\$6,497			15	\$7,343	13.02%		Internal alignment. 5% above Accounting Assistant II.
Purchasing Agent I	\$5,879			14	\$7,164	21.84%		Internal alignment. 10% below Purchasing Agent II.
Purchasing Agent II	\$6,496	Insuff. Data	Insuff. Data	18	\$7,907	21.72%	x	Internal alignment. Align with Administrative Assistant II.
Safety and Compliance Administrator (Safety Officer)	\$11,243	-6.2%	\$11,940	35	\$12,032	7.02%	x	Market and range placement.
SCADA Specialist I (new class)				34	\$11,738			Internal alignment. Align with Information Technology Specialist II.
SCADA Specialist II (new class)				38	\$12,957		x	Internal alignment. 10% above SCADA Specialist I.
Senior Engineer	\$14,072	-4.0%	\$14,635	46	\$15,787	12.19%	x	Internal alignment. 15% above Associate Engineer.
Senior Operator (Operations Shift Supervisor)	\$9,681			34	\$11,738	21.26%		Internal alignment. 10% above Operator III.
Technical Services Department Manager	\$15,317	-22.9%	\$18,825	54	\$19,235	25.58%	x	Market and range placement.

# Appendix V

## Additional Benefits



## Tahoe-Truckee Sanitation Agency Survey of Additional Benefits

Employee Cost Sharing/EPMC Classic Retirement Tier	
Tahoe Truckee Sanitation Agency	
Bargaining Unit	Benefit
Exempt	8% EPMC for those employees hired with the Agency before 4/1/21. No EPMC for employees hired on or after 4/1/21. No employee cost-sharing.
Non-Exempt	
Central Marin Sanitation Agency	
Bargaining Unit	Benefit
General Manager	No EPMC. No employee cost-sharing.
Management	
SEIU Local 1021	
Delta Diablo Sanitation District	
Bargaining Unit	Benefit
Local One AFSCME Council 57 (Operations and Maintenance)	No EPMC. No employee cost-sharing.
Local One AFSCME Council 57 (Professional and Technical)	
Management Association	
Unrepresented Management	
Fairfield Suisun Sewer District	
Bargaining Unit	Benefit
Exempt	Appears to have no active classic plans.
Non-Exempt	
General Manager	
Monterey One Water	
Bargaining Unit	Benefit
Executive	Employer pays 100% of the employee and employer share of retirement costs for the Chief Financial Officer and the Chief Technology Officer. No EPMC & employees cost share an additional 0.211% of their salary for the other executive employees included in this study.
General Employees' Association	No EPMC. Employees cost share an additional 0.211% of their salary.
Management Employees' Group	
Mid-Management Employees' Association	
Operations Employees' Bargaining Group	
Napa Sanitation District	
Bargaining Unit	Benefit
AMPNSD	No EPMC. No employee cost-sharing.
General Manager	
Teamsters, Local 315 (Rank & File)	
Teamsters, Local 315 (Supervisory)	

## Tahoe-Truckee Sanitation Agency Survey of Additional Benefits

North Tahoe Public Utility District	
Bargaining Unit	Benefit
CFO Contract	Current incumbents are PEPRA employees. No EPMC. No employee cost-sharing.
GM Contract	
International Union of Operating Engineers, Local 32 (General Unit)	
Management and Confidential	
Oro Loma Sanitary District	
Bargaining Unit	Benefit
Employee Association	No EPMC. No employee cost-sharing.
General Manager	
Maintenance	
Management and Confidential	
Stationary Engineers, Local 39	
Silicon Valley Clean Water	
Bargaining Unit	Benefit
Confidential	No EPMC. No employee cost-sharing.
Management	
Professional	
Stationary Engineers, Local 39	No EPMC. Employees cost share an additional 3.0% of their salary.
South Tahoe Public Utility District	
Bargaining Unit	Benefit
Local 39	No EPMC. No employee cost-sharing.
General Manager	
Management	
Tahoe City Public Utility District	
Bargaining Unit	Benefit
General Manager	No EPMC. No employee cost-sharing.
IUOE, Local 39	No EPMC. Employees cost share an additional 2.0% of their salary.
Management	
Professional	
Supervisory	
Truckee Sanitary District	
Bargaining Unit	Benefit
All Employees	No EPMC. No employee cost-sharing.
General Manager	
Union Sanitary District	
Bargaining Unit	Benefit
SEIU, Local 1021	6% EPMC + employee's cost share 6% of the employer's contribution.
Unclassified Exempt	
Unclassified Management	
Unclassified Non-Exempt	

## Tahoe-Truckee Sanitation Agency Survey of Additional Benefits

### Medical/Dental/Vision Cost Sharing Provisions

Tahoe Truckee Sanitation Agency	
Bargaining Unit	Benefit
Exempt	Employer pays 100% of premium for employee, employee + spouse, or employee + family for medical and dental. Vision plan is a reimbursement.
Non-Exempt	
Central Marin Sanitation Agency	
Bargaining Unit	Benefit
General Manager	District pays CalPERS Kaiser Region 1 plan rate:
Management	Employee only: \$1,021.41; Employee + 1: \$2,042.82; Employee + family: \$2,655.67
SEIU Local 1021	Dental: \$250 Vision: \$45
Delta Diablo Sanitation District	
Bargaining Unit	Benefit
Local One AFSCME Council 57 (Operations and Maintenance)	District pays CalPERS Kaiser Region 1 plan rate: Employee only: \$1,021.41; Employee + 1: \$2,042.82; Employee + family: \$2,655.67 Dental: Employee only: \$73.36; Employee + 1: \$134.83; Employee + family: \$210.51 Vision: Employee only: \$12.69; Employee + 1: \$19.71; Employee + family: \$31.27
Local One AFSCME Council 57 (Professional and Technical)	
Management Association	
Unrepresented Management	
Fairfield Suisun Sewer District	
Bargaining Unit	Benefit
Exempt	District pays CalPERS Kaiser Region 1 plan rate: Employee only: \$1,021.41; Employee + 1: \$2,042.82; Employee + family: \$2,655.67 Dental: 263.10 Vision: 263.10
Non-Exempt	
General Manager	
Monterey One Water	
Bargaining Unit	Benefit
Executives	<u>Plan Cost includes health, dental &amp; vision:</u> <b>Anthem Blue Cross (Classic):</b> Employee Only: \$961.30 ER cost & \$0.00 EE; Employee + Spouse: \$1,808.68 ER cost & \$115.55 EE; Family: \$2,391.51 ER cost & \$195.03; Family <b>Anthem Blue Cross (Advantage):</b> Employee Only: \$852.60 ER cost & \$0.00 EE; Employee + Spouse: \$1,604.32 ER cost & \$102.51 EE; Family: \$2,124.98 ER cost & \$173.51 EE <b>Kaiser:</b> Employee Only: \$936.32 ER cost & \$0.00 EE; Employee + Spouse: \$1,761.71 ER cost & \$112.55 EE; Family: \$2,431.03 ER cost & \$203.82 EE
General Employees' Association	
Management Employees' Group	
Mid-Management Employees' Association	
Operations Employees' Bargaining Group	

## Tahoe-Truckee Sanitation Agency Survey of Additional Benefits

Napa Sanitation District	
Bargaining Unit	Benefit
AMPNSD	District pays CalPERS Kaiser Region 1 plan rate: Employee only: \$1,021.41; Employee + 1: \$2,042.82; Employee + family: \$2,655.67 Dental: \$167.29 Vision: \$26.10
General Manager	
Teamsters, Local 315 (Rank & File)	
Teamsters, Local 315 (Supervisory)	
North Tahoe Public Utility District	
Bargaining Unit	Benefit
CFO Contract	District covers 100% of premiums for employee, employee + 1 and family for health, dental and vision.
GM Contract	
International Union of Operating Engineers, Local 32 (General Unit)	
Management and Confidential	
Oro Loma Sanitary District	
Bargaining Unit	Benefit
Employee Association	District pays CalPERS Kaiser Region 1 plan rate: Employee only: \$1,021.41; Employee + 1: \$2,042.82; Employee + family: \$2,655.67 Dental: \$149.56 Vision: \$12.51
General Manager	
Maintenance	
Management and Confidential	
Stationary Engineers, Local 39	
Silicon Valley Clean Water	
Bargaining Unit	Benefit
Confidential	District pays CalPERS Kaiser Region 1 plan rate w/ employee cost-share: Employee only: Employer pays: \$979.17 & employee pays: \$45.24; Employee + 1: employer pays: \$1,952.34 & employee pays: \$90.48; Employee + family: employer pays \$2,538.04 & employee pays \$117.63 Dental: 100% of all premiums covered by employer Vision: 100% of all premiums covered by employer
Management	
Professional	
Stationary Engineers, Local 39	
South Tahoe Public Utility District	
Bargaining Unit	Benefit
Local 39	Anthem Classic Plan: District contributes \$2389.27 for EE + Family, \$1803.22 EE +1, \$901.61 EE Only CDHP (High Deductible): Disctrict contributes \$1911.42 EE+ Family, \$1442.58 EE +1, \$721.29 EE Only. Dental: \$154.22 MAX funding level per EE; Vision Max funding: \$23.66 for ALL coverage levels.
General Manager	
Management	

## Tahoe-Truckee Sanitation Agency Survey of Additional Benefits

Tahoe City Public Utility District	
Bargaining Unit	Benefit
General Manager	District covers 100% of employee, employee + 1 and family coverage for CalPERS Region 1 Gold Plan, including dental and vision. Employees will cover difference for plans with a higher premium.
IUOE, Local 39	
Management	
Professional	
Supervisory	
Truckee Sanitary District	
Bargaining Unit	Benefit
All Employees	PERS Gold Region:District pay 100% premium for EE and dependents up to: Medical \$2378.53   Dental \$178.12   Vision: Reimbursement only, up to \$550 per calendar year
General Manager	
Union Sanitary District	
Bargaining Unit	Benefit
SEIU, Local 1021	See rate table below for employee/employer cost sharing for medical premiums. District covers 100% of dental and vision insurance premiums for employee, employee + 1 and family coverage.
Unclassified Exempt	
Unclassified Management	
Unclassified Non-Exempt	

## Tahoe-Truckee Sanitation Agency Survey of Additional Benefits

Longevity Pay	
Tahoe Truckee Sanitation Agency	
Bargaining Unit	Benefit
Exempt	N/A
Non-Exempt	
Central Marin Sanitation Agency	
Bargaining Unit	Benefit
General Manager	N/A
Management	
SEIU Local 1021	
Delta Diablo Sanitation District	
Bargaining Unit	Benefit
Local One AFSCME Council 57 (Operations and Maintenance)	2.5% additional compensation after completion of 10 years of service; additional 2.5% after completion of 15 years of service for a max of 5%.
Local One AFSCME Council 57 (Professional and Technical)	
Management Association	N/A
Unrepresented Management	N/A
Fairfield Suisun Sewer District	
Bargaining Unit	Benefit
Exempt	N/A
Non-Exempt	
General Manager	
Monterey One Water	
Bargaining Unit	Benefit
Executive	Employees attaining 10 years o service will receive a 2.5% longevity pay increase. Employees attaining 20 years of service will receive an additional 5% longevity pay increase.
General Employees' Association	
Management Employees' Group	
Mid-Management Employees' Association	
Operations Employees' Bargaining Group	
Napa Sanitation District	
Bargaining Unit	Benefit
AMPNSD	N/A
General Manager	
Teamsters, Local 315 (Rank & File)	
Teamsters, Local 315 (Supervisory)	
North Tahoe Public Utility District	
Bargaining Unit	Benefit
CFO Contract	N/A

## Tahoe-Truckee Sanitation Agency Survey of Additional Benefits

GM Contract	Employees receive one-time bonus payment (beginning on their 5 year anniversary) of \$100 for each year of service as of that anniversary in accordance with the following:  <u>Anniversary/One-Time Bonus Payment:</u>
International Union of Operating Engineers, Local 32 (General Unit)	5-years: \$500 10-years: \$1,000 15-years: \$1,500 20-years: \$2,000
Management and Confidential	25-years: \$2,500 30-years: \$3,000 35-years: \$3,500 40-years: \$4,000
Oro Loma Sanitary District	
Bargaining Unit	Benefit
Employee Association	25+ years of service, receive 2.5% above base salary.
General Manager	
Maintenance	
Management and Confidential	
Stationary Engineers, Local 39	
Silicon Valley Clean Water	
Bargaining Unit	Benefit
Confidential	N/A - Longevity Retirement Benefit offered only to employees hired before 1/30/2011.
Management	
Professional	
Stationary Engineers, Local 39	
South Tahoe Public Utility District	
Bargaining Unit	Benefit
Local 39	N/A
General Manager	
Management	
Tahoe City Public Utility District	
Bargaining Unit	Benefit
General Manager	2.5% additional compensation upon completion of 15 years of cumulative (may or may not be consecutive) service with the District.
IUOE, Local 39	
Management	
Professional	
Supervisory	

## Tahoe-Truckee Sanitation Agency Survey of Additional Benefits

Truckee Sanitary District	
Bargaining Unit	Benefit
All Employees	N/A
General Manager	
Union Sanitary District	
Bargaining Unit	Benefit
SEIU, Local 1021	N/A
Unclassified Exempt	
Unclassified Management	
Unclassified Non-Exempt	



## Tahoe-Truckee Sanitation Agency Survey of Additional Benefits

Retiree Medical	
Tahoe Truckee Sanitation Agency	
Bargaining Unit	Benefit
Exempt	Follows state vesting schedule for employees hired on or after 8/1/21. <u>Credited years of PERS service/% of Employer Contribution:</u> 9 years or less: 0% 10 years: 50% 11 years: 55% 12 years: 60% 13 years: 65% 14 years: 70% 15 years: 75% 16 years: 80% 17 years: 85% 18 years: 90% 19 years: 95% 20 +: 100%
Non-Exempt	
Central Marin Sanitation Agency	
Bargaining Unit	Benefit
General Manager	After 6/1/2010 Hire: 1.5 % of base salary for Medical after Retirement Hires before 06/01/2010: Agency to pay single EE rate of CalPERS Kaiser Bay area plan.
Management	
SEIU Local 1021	
Delta Diablo Sanitation District	
Bargaining Unit	Benefit
Local One AFSCME Council 57 (Operations and Maintenance)	For employees hired after 10/15/2022: Medical benefit is equal to Minimum Employer Contribution established annually by CalPERS (\$157 for 2024). District also contributes \$100/pay period into a Retiree Health Savings Account.
Local One AFSCME Council 57 (Professional and Technical)	
Management Association	
Unrepresented Management	
Fairfield Suisun Sewer District	
Bargaining Unit	Benefit
Exempt	For employees hired on or after 3/1/2013: Employees must be at least 50 years of age, complete a minimum of 5 years of CalPERS credited service with teh District (with a minimum of 10 years total CalPERS credited service) to be eligible for 50% District contribution. Benefits increase by 5% with each additional year of credited service thereafter up to a maximum of 100% with 20 years of service.
Non-Exempt	
General Manager	

## Tahoe-Truckee Sanitation Agency Survey of Additional Benefits

Monterey One Water	
Bargaining Unit	Benefit
Executive	Retirement Health Savings Account available, no agency contribution
General Employees' Association	
Mid-Management Employees' Association	
Management Employees' Group	
Operations Employees' Bargaining Group	
	N/A - this group does not participate in RHSA.
	Retirement Health Savings Account available, no agency contribution
Napa Sanitation District	
Bargaining Unit	Benefit
AMPNSD	EE hired after 01/01/2016 - Contribution is 50% Kaiser Single rate MEC.
General Manager	
Teamsters, Local 315 (Rank & File)	
Teamsters, Local 315 (Supervisory)	
North Tahoe Public Utility District	
Bargaining Unit	Benefit
CFO Contract	N/A
GM Contract	
International Union of Operating Engineers, Local 32 (General Unit)	
Management and Confidential	
Oro Loma Sanitary District	
Bargaining Unit	Benefit
Employee Association	15yrs of OLSD Service, 50% contribution for Kaiser two-party insurance rates.
General Manager	
Maintenance	
Management and Confidential	
Stationary Engineers, Local 39	
Silicon Valley Clean Water	
Bargaining Unit	Benefit
Management	Employer pays PEMCHA for eligible retirees.
Management	
Professional	
Stationary Engineers, Local 39	Retiree Health Savings Account for employees who are not eligible for the longevity retirement benefit (those employees hired on or after 1/30/2011). Employer contributes \$25/pay period. Employer contribution is not a vested benefit and may be modified and/or deleted in its entirety subject to collective bargaining of successor MOUs.

## Tahoe-Truckee Sanitation Agency Survey of Additional Benefits

South Tahoe Public Utility District	
Bargaining Unit	Benefit
Local 39	The Union and the District agree to form a joint committee to implement a Retirement Health Savings Plan for all Employees. As of June 21, 2012, the District will contribute \$100 per month per employee toward the above Retirement Health Savings Plan. Effective June 29, 2017 and for each subsequent contract year thereafter, the District's contribution to the Retirement Health Savings Plan (RHSP) will increase by the percentage increase the preceding January to the ACWA-JPIA Prudent Buyer Classic Plan premium increase.
General Manager	Effective June 21, 2012, the District will contribute 1.5% of base salary per month per Employee into a Retirement Health Savings Plan (RHSP). Effective June 29, 2017, and each subsequent year thereafter, the District's RHSP contribution will increase by the January percent increase of the premium for the ACWA-JPIA Prudent Buyer Classic Plan.
Management	
Tahoe City Public Utility District	
Bargaining Unit	Benefit
General Manager	The District will pay the CalPERS minimum for post -retirement health to CalPERS, if employee retires from the District and meets all CalPERS retirement requirements. The employee will not receive this post -retirement benefit until he/ she is vested with CalPERS through District employment, previous employment or combination of both.
IUOE, Local 39	
Management	
Professional	
Supervisory	
Truckee Sanitary District	
Bargaining Unit	Benefit
All employees	Employees must be at least 50 years of age, complete a minimum of 5 years of CalPERS credited service with teh District (with a minimum of 10 years total CalPERS credited service)
General Manager	

## Tahoe-Truckee Sanitation Agency Survey of Additional Benefits

Union Sanitary District	
Bargaining Unit	Benefit
SEIU, Local 1021	<u>For employees who retire from the District on or after 7/1/23:</u> District will provide a monthly reimbursement for medical coverage as follows: Employees w/ less than 10 years of District service: \$0.00 or MEC if eligible Employees with at least 10, but less than 15 years of District service: \$475 Employees with at least 15, but less than 20 years of District service: \$575 Employees with more than 20 years of District service: \$675
Unclassified Exempt	
Unclassified Management	
Unclassified Non-Exempt	

## Tahoe-Truckee Sanitation Agency Survey of Additional Benefits

Vacation Accrual Schedule	
Tahoe Truckee Sanitation Agency	
Bargaining Unit	Benefit
Exempt	240 hours annually regardless of length of service.
Non-Exempt	<u>Years of Service/Annual Hours Accrued:</u> years 1-5: 96 hours years 6-10: 120 hours years 11-15: 160 hours 16 +: 184 hours
Central Marin Sanitation Agency	
Bargaining Unit	Benefit
General Manager	<u>Years of Service/Annual Hours Accrued:</u> years 0-3: 80 hours years 4-7:120 hours years 8-11: 160 hours years 12-15: 180 hours 16+: 200 hours
Management	
SEIU Local 1021	
Delta Diablo Sanitation District	
Bargaining Unit	Benefit
Local One AFSCME Council 57 (Operations and Maintenance)	<u>Years of Service/Annual Hours Accrued:</u> 0 - 3rd: 3.077 hours Beginning 4th - 5th: 120 hours Beginning 6th - 7th: 128 hours Beginning 8th - 9th: 136 hours Beginning 10th - 11th: 144 hours Beginning 12th - 13th: 152 hours Beginning 14th - 15th: 160 hours Beginning 16th: 168 hours Beginning 17th: 176 hours Beginning 18th: 184 hours Beginning 19th: 192 hours Beginning 20th: 200 hours
Local One AFSCME Council 57 (Professional and Technical)	
Management Association	
Unrepresented Management	
Fairfield Suisun Sewer District	
Bargaining Unit	Benefit
Exempt	<u>Years of Service/Annual Hours Accrued:</u> Hire through 3 years: 80 hours 1st day of year 4 - 10 years: 120 hours 1st day of year 11 +: 160 hours
Non-Exempt	
General Manager	

## Tahoe-Truckee Sanitation Agency Survey of Additional Benefits

Monterey One Water	
Bargaining Unit	Benefit
Executive	<u>Years of Service/Annual Hours Accrued:</u> < 3: 80 hours 3-8: 120 hours 8-15: 160 hours 15-20: 176 hours 20-30: 200 hours > 30: employees receive an additional 4 hours per year of service over 30 years
General Employees' Association	
Management Employees' Group	
Mid-Management Employees' Association	
Operations Employees' Bargaining Group	
Napa Sanitation District	
Bargaining Unit	Benefit
AMPNSD	<u>Months of Service/Annual Hours Accrued:</u> 0-36 months: 80 hours 37-132 months: 120 hours 133-156 months: 136 hours 157-180 months: 144 hours 181-204 months: 160 hours 205-228 months: 168 hours 229+ months: 200 hours
General Manager	
Teamsters, Local 315 (Rank & File)	
Teamsters, Local 315 (Supervisory)	
North Tahoe Public Utility District	
Bargaining Unit	Benefit
CFO Contract	<u>Years of Service/Annual Hours Accrued:</u> 0-4: 88 hours after 4: 128 hours after 9: 160 hours after 14: 176 hours after 19: 200 hours
GM Contract	
International Union of Operating Engineers, Local 32 (General Unit)	<u>Years of Service/Annual Hours Accrued:</u> 0-4: 80 hours after 4: 4.62 hours after 9: 120 hours after 14: 160 hours after 19: 200 hours

## Tahoe-Truckee Sanitation Agency Survey of Additional Benefits

Management and Confidential	<u>Years of Service/Annual Hours Accrued:</u> 0-4: 88 hours after 4: 128 hours after 9: 160 hours after 14: 176 hours after 19: 200 hours
Oro Loma Sanitary District	
Bargaining Unit	Benefit
Employee Association	<u>Years of Service/Annual Hours Accrued:</u> 1-5 years: 88 hours 6 - 15 years: 120 hours 16 -20 years: 160 hours 21st year: 168 hours 22nd year: 176 hours 23rd year: 184 hours 24th year: 192 hours 25th year: 200 hours
General Manager	
Maintenance	
Management and Confidential	
Stationary Engineers, Local 39	
Silicon Valley Clean Water	
Bargaining Unit	Benefit
Confidential	Same as Professional and Local 39 below.
Management	<u>Years of Service/Annual Hours Accrued:</u> 0-4: 120 hours 5-9: 160 hours 10-16: 180 hours 17+: 200 hours
Professional	<u>Years of Service/Annual Hours Accrued:</u> 0-4: 80 hours 5-9: 120 hours 10-16: 160 hours 17-19: 180 hours 20+: 200 hours
Stationary Engineers, Local 39	
South Tahoe Public Utility District	
Bargaining Unit	Benefit
Local 39	0-3yrs: 80hrs 3-10yrs: 120hrs 10-20yrs: 160hrs 20-25yrs: 168hrs 25+ yrs: 176hrs
Management	
General Manager	

## Tahoe-Truckee Sanitation Agency Survey of Additional Benefits

Tahoe City Public Utility District	
Bargaining Unit	Benefit
General Manager	General Leave - includes vacation and personal leave hours.  <u>Years of Service/Annual Hours Accrued:</u> < 5: 120 hours Upon completion of 5: 176 hours Upon completion of 10: 219 hours Upon completion of 15: 224 hours Upon completion of 20: 231 hours 25 +: 248 hours
IUOE, Local 39	
Management	
Professional	
Supervisory	
Truckee Sanitary District	
Bargaining Unit	Benefit
All Employees	0-5 Years: 104 hours 5-10 years: 128 hours 10+ years: 168 hours Caps at 300 accrued hours
General Manager	240 hours annually (30 days)
Union Sanitary District	
Bargaining Unit	Benefit
SEIU, Local 1021	<u>Years of Service/Annual Hours Accrued:</u> Hire - End of 3rd Year: 80 hours 4 - 9: 120 hours Beginning of 10: 128 hours Beginning of 11: 136 hours Beginning of 12: 144 hours Beginning of 13: 152 hours Beginning of 14: 160 hours Beginning of 15: 168 hours Beginning of 16: 176 hours Beginning of 17: 184 hours Beginning of 18: 192 hours 19 +: 200 hours
Unclassified Exempt	
Unclassified Management	
Unclassified Non-Exempt	



# Appendix VI

## Cost of Labor Methodology

## Methodology

### The Geographic Assessor® & Pay Survey

**ERI Economic Research Institute** was founded over 30 years ago to provide compensation applications for private and public organizations. ERI's applications are available to management, analysts and consultants and are now widely used by client organizations. Subscribers include corporate compensation, relocation, human resources, and other professionals, as well as independent consultants and counselors, and US and Canadian public sector administrators (including military, law enforcement, city/county, state/provincial, and federal government pay administrators).

**ERI** compiles the most robust salary, cost-of-living, and executive compensation survey data available, with current market data for more than 1,000 industry sectors. The majority of the Fortune 500 and thousands of other small and medium sized organizations rely on ERI data and analytics for compensation and salary planning, relocations, disability determinations, board presentations, and setting branch office salary structures in the United States, Canada, and worldwide.

**ERI** is a leader in the collection, and analysis of compensation, occupation, and cost-of-living data. All data are employer-provided and come from a variety of sources. Survey data are collected through internally conducted salary surveys and the purchase of salary surveys from survey vendors. Additional data are gathered through the digitization of Proxy and 10-K data and Freedom of Information Requests in the US. Compensation data are compiled in terms of mean and median salaries for jobs of similar duties, responsibilities, skills, and functions through an extensive job matching process. **ERI** produces surveys and application analyses by which managers, advisors, and Boards of Directors may make recommendations and/or decisions. **ERI** does not provide fee-for-service consulting; our sole focus is providing valid and reliable information to our subscribers.

#### Overview

The **Geographic Assessor & Pay Survey** application and databases present in-depth time series regression analyses of base salary and wage differences among and between different cities and areas. ERI researchers have utilized these regression techniques for decades, the difference from the original publication being the extent and quality of survey data that are available today. Geographic cost-of-labor regressions represent analyses of the demand and supply of labor (as opposed to cost-of-living's reflection of the demand and supply of goods and services). ERI has been collecting and analyzing salary surveys since its founding; over 20 million position incumbents' data are now included in ERI's survey databases. For those interested, we refer the reader to ERI's founder's original published article on this subject:

Thomsen, D. J. (1974). Geographic Differentials in Salaries Within The United States, *Personnel Journal*, 53, 9, 670-4.

#### Salary/Wage Differentials

The **Geographic Assessor & Pay Survey** application is an easy-to-use program that aids with the assessment of branch location wage and salary competitiveness and the setting of salary structures. ERI's **Geographic Assessor & Pay Survey** application calculates wage and salary differentials between any of over 7,300 North American cities, over 1,700 European cities, and cities in myriad countries around the world.

#### Cost-of-Living Analyses

The original **Two City Comparison** table in the **Geographic Assessor** only reports summary cost-of-living differentials based on the rental housing market and benchmark assumptions for each earnings level. It is intended to provide only a first look at the relative buying power of wages/salaries in different areas. The **updated Two City Comparison** table in the **enhanced Geographic Assessor** includes cost-of-living data for both rental and home ownership scenarios, allowing for more in-depth cost-of-living analyses and modification of assumptions. The **Relocation Assessor** was specifically designed to build relocation packages and reports rental and ownership differentials, along with itemized

break-outs of the expenditure categories that can be modified by the user in the main table. While you should use the **Geographic Assessor** to set wage and salary levels based on geographic differentials, the **Relocation Assessor** is better suited to determine COLAs.

### Statistical Methodology

The **Geographic Assessor & Pay Survey** application consists of linear regression analyses programs. Eight trend lines are created for any area. Local area salary data are compared to the corresponding national salary by job or job family to create a series of differentials per area. A sample of these differentials by job or job family is displayed on the Graphs tab. To create a single differential across jobs (one that can vary by salary level), the average, conditional on salary level, is computed via a simple linear regression (the regression line is also displayed on the Graphs tab). Since these differentials vary both by salary and salary structure, a separate regression is performed for each salary structure. The user only needs to input the salary level for the base location; the program automatically assigns the structure based on the ranges below and returns the corresponding differential.

### Structures

These regression equations are expressed in terms of “structures,” as follows:

Wage Earner Structure	Min - 24,000
Low Salary Structure	24,000 -36,000
Mid Salary Structure	36,000 - 48,000
High Salary Structure	48,000 - 72,000
Management Salary Structure	72,000 - 108,000
Executive-1 Structure	108,000 - 144,000
Executive-2 Structure	144,000 - 192,000
Executive-3 Structure	192,000+

The Wage/Salary area structures are the formulae resulting from ERI's regression analyses of all available data for the area. The program will automatically assign the correct structures by city on the Two City Comparison table, the Comparison List table, and the Graphs table.

### Sources

Data used in the cost-of-labor calculations come from salary survey sources. **ERI** collects available salary survey data for jobs and areas; evaluates survey data for validity and reliability; and compiles mean and median salaries for positions with similar duties, responsibilities, skills, and functions. Because ERI has decades of experience collecting and evaluating salary data, we have refined methods for validating both the source data and results.

## Selected FAQs

### Who uses the Geographic Assessor application and databases? How do they use it and how should I?

Companies setting salary structures, who pay different rates in different locations, use it. Branch pay differentials allow you to take advantage of the differing labor markets to minimize operating costs while maintaining the ability to attract, retain, and motivate employees in each area. Most often, companies use the labor cost differentials reported by the **Geographic Assessor** to make data-based decisions and manage complexity by adjusting existing structures based on local labor cost differentials or, when the differentials are sufficiently large, to develop new structures. Companies also use the labor cost differentials to research general overall labor cost differences associated with opening new branch offices. In addition to using the **Geographic Assessor** with salary structures, there are other uses of labor cost differentials, such as to adjust salary survey results directly, say from state or region to the national equivalent (or the inverse) when data at the desired geographic level or area is not directly available.

While these are all valid uses of labor cost differentials per se, each planning situation is different. So it is important to keep in mind the current planning context such as consistency with prior methods, compensation philosophy, and organizational culture, and so on when deciding how to best leverage the differentials reported. We at ERI are happy to answer questions on the data and general uses, but we do not do consulting.

In terms of specific users, a number of voluntary subscriber disclosures about reliance on ERI data are cited in customer testimonials (see <http://www.erieri.com/testimonials>) and corporate proxies (<http://www.erieri.com/ExecutiveCompensationProxyData>) and periodically appear in other authorized releases or public declarations. While ERI does not release listings of the names of its subscribers **ERI** has thousands of subscribers, including the majority of the Fortune 500 and several large government agencies. Subscribers include corporate compensation, relocation, and human resources specialists, plus other professionals, as well as independent consultants and counselors, and US and Canadian public sector administrators (including military, law enforcement, city/county, state/provincial, and federal government pay administrators).

A quick search of professional compensation forums will often return examples of uses of the **Geographic Assessor** in practice, like this anonymous posting:

"In the last 3 organizations where I have worked, we used data from national surveys and applied geographical differentials to the survey data to create our salary ranges. We considered the national survey data to be 100%. We would then use the geographical differentials ([+] or -) from ERI and applied that to the survey data for each of the cities where we had offices."

### **Where do the numbers for salaries and wages come from?**

Since its founding, ERI's methodology has been designed so as to be a premier provider of quality information and survey data. All salary surveys sources for jobs have been carefully evaluated for validity, reliability, and use. Unreliable data sources and questionable data are identified and excluded from ERI's analysis. Many of ERI's **Assessor Series** applications (including the **Geographic Assessor**) look at trends over time and multiple sources, allowing for a more thorough validation process than could be established using a single source or at a single point in time.

ERI methodology has evolved over the decades in our pursuit of the highest quality standards in our expanded offering of products. During this time, ERI has won the patent for online interactive salary surveys and managed that patented survey for over a decade, built trusting relationships where we exchange data and products with other survey firms, and contracted for leased proprietary datasets. ERI has also developed its series of traditional salary surveys to become a leader in both online data collection and traditional salary survey methodologies.

### **Where do the numbers for cost of living come from?**

ERI collects, compiles, and analyzes data relating to cost of living from available sources and researches areas which are not commonly surveyed individually. ERI compiles actual housing sales data from commercially available sources. Gasoline, consumables, medical care premium costs, and effective income tax rates are also just as accurately collected from authoritative online databases, and ERI research staff audit these sources with additional detailed study.

### **Why does the Geographic Assessor's original Two City Comparison profile 'renter only' analyses?**

In the original **Two City Comparison**, too many variables affect a home ownership analysis for ERI to make an appropriate set of assumptions for a cost-of-living comparison based solely on inputted earnings levels. However, the updated **Two City Comparison** in the enhanced **Geographic Assessor**, as well as the **Relocation Assessor** application and databases, are designed to allow you to input the many additional variables (down payment and interest rate information, for example) that affect a home ownership comparison.

### **Why do the differentials change at different base salary values?**

The **Geographic Assessor** analyses illustrate that salary differentials are not constant for an area. That is, a single number is not sufficient to describe the relationship between geography and pay across all salary levels. To account for this variation, the **Geographic Assessor** uses regression analyses to report the most accurate differential as salary level changes.

### **What is the difference between cost-of-living and geographic pay differentials?**

A more complete differentiation can be found in Help under *Assessor Series FAQ #3*, but this question arises often enough that an abbreviated response should be included here. Put simply, wage and salary differentials reflect the local demand for and supply of labor, whereas cost of living is dictated by the local demand for and supply of goods and services. Because different factors affect the supply and demand of labor than affect the market basket of goods (the basis of cost of living), these two differentials will not, in most cases, be the same. Research has shown they often do move in the same direction, but not always. Take the case where there is a net increase in workers due to migration. The increase in labor supply could put downward pressure on the labor differential while putting upward pressure on housing costs, thereby increasing cost of living. Even when the differentials are in the same direction, the magnitudes can be very different. In urban centers, for example, both types of differentials are often higher; but, since workers can commute from areas with less expensive housing, the cost-of-living (COL) differentials tend to be much higher than the labor differentials in these cases.

Besides the underlying difference in the supply and demand, another reason why users focus on cost of labor differentials is that cost-of-labor differentials often more closely correspond to the labor market scope of the salary structure. In other words, COL can vary greatly from neighborhood to neighborhood within the same city, but companies would not restrict the recruitment labor market to a single neighborhood.

While employees may find it more desirable for their pay to be adjusted for local cost-of-living variances, this is an extremely unusual practice, and in many cases will not be cost effective for the employer. That is, in many cases, the employer would be competing against organizations with relatively lower compensation costs and, thus, be at a competitive disadvantage. Most compensation professionals agree that, when a company is hiring from the local work force (that is, when no transfer or relocation occurs), wages and salaries are set according to market pricing of wages and salaries only. In a recent informal polling of webinar attendees, most used salary differentials when adjusting salary structures, while a much smaller subset used both types in conjunction (perhaps where required). None used cost of living exclusively. While the cost-of-labor differentials are best utilized when adjusting pay structures (as the underlying data are congruent), in practice, there may be other contextual factors such as compensation philosophy or contractual requirements that need to be considered.

### **The program allows me to easily compute cross-country comparisons, but are such comparisons valid?**

The cross-country comparisons are statistically valid; however, it is not advisable to take a pay system from, say, the United States and try to adjust it for a Canadian branch office using the general geographic differentials because U.S. and Canadian economies value jobs quite differently (as do most international economies). It is important to review pay by job and job description, rather than by general salary level. Cross-country comparisons, however, can give some general insight into labor cost differences where such information may be difficult to obtain otherwise.

### **ERI Statement as to the Relevance and Reliability of Data**

Relevance is totally determinable by the circumstances and situation presented. **ERI** provides outsourced analyses and presentations of salary, executive compensation, benefit, and cost-of-living survey data. Reliability is described in a non-exclusive summary:

#### Testable

To illustrate how the technique can be tested is straightforward. The technique and data sources are described in this methodology, and replicating the results is a matter of performing similar regressions through similar salary data. Using smaller data samples will likely give similar, albeit less robust and comprehensive, results.

#### Subject to Publication and Peer Review

**Assessor Series** application databases are published on a quarterly basis. **ERI's** peers are its competitors, those firms that also provide data analyses to their clients. Unlike **ERI**, that solicits an annual subscription, most compensation and benefits consulting firms charge an hourly rate for their research services. Suffice it to say, all the major consulting firms have purchased subscriptions so that their consultants could utilize **ERI** analyses. **ERI** data are used by these firms when consulting with their clients.. **ERI** data and analyzes are under constant review and critique by its competitors. **ERI**, unlike these firms, provides no fee-for-service/time consulting.

#### Known or Potential Rate of Error

Each **Assessor Series** application database illustrates, via a "Reliability Statistics" link, the beginning of a statistical overview of **ERI** data. Statistics are reported as derived from just one survey source for all salary and compensation presentations (so that copyright restrictions are not violated). **ERI** accumulates many survey sources to compile its analyses. Hence the data illustrated may be, in **ERI's** estimate, considered to be the highest possible standard error that might exist with each analysis. **Assessor Series** application database results are, by logic, more robust than the standard error displayed and reported.

#### General Level of Acceptance within the Discipline's Community

**ERI** has thousands of subscribers, including the majority of the Fortune 500 and several large government agencies. Many of these organizations are entering their third decade of being subscribers. **ERI** exhibits at major tradeshows. **ERI** data are used as source data by major publications and job boards. WorldatWork, NASBA, and HRCI accept **ERI** Distance Learning Center courses for professional maintenance and recertification continuing education credit. Major US employers rely upon **ERI** data as cited in corporate proxy filings (see <http://www.erieri.com/ExecutiveCompensationProxyData>).

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[www.ajg.com/ps-class-comp](http://www.ajg.com/ps-class-comp)

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To: Vicky Lufrano, Human Resources Administrator, Tahoe-Truckee Sanitation Agency  
From: Georg Krammer, Managing Director, Gallagher  
Subject: Additional Classification and Compensation Services  
Date: March 19, 2025

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In October 2024 Gallagher presented the Tahoe-Truckee Sanitation Agency (TTSA) with the findings and recommendations related to the limited-scope classification and Agency-wide total compensation studies conducted during calendar year 2024. In December 2024, TTSA expanded their contract with Gallagher to include additional classification and compensation services. The scope of the additional services included the review, and analysis of both classification and compensation requests made by TTSA to account for changes to classifications' job responsibilities/scope, the restructuring of specific bodies of work and reporting relationships, as well as feedback from employees, managers, and executive leadership related to the classification and compensation study process. The following narrative summarizes the requests for additional classification and compensation services made by TTSA and the corresponding recommendations made by Gallagher. The additional work performed by Gallagher, as well as the recommendations presented in this report, have been made outside of the original classification and compensation study processes and recommendations.

### **Findings and Recommendations**

TTSA made the following requests related to the review, modification, and/or reanalysis of the classification, market compensation data, internal salary alignments, and salary range placement recommendations originally presented in the draft classification and compensation study reports.

#### *Classification Revisions*

TTSA requested Gallagher modify the classification specifications, concepts, and/or titling conventions for the following classifications/classification series: Accounting Assistant I/II, Accounting Supervisor, Administrative Assistant I/II, Assistant/Associate Engineer, CMMS/GIS Technician, and Payroll Specialist.

- TTSA requested Gallagher maintain their former Accounting Technician classification and title and maintain the allocation of the current encumbered position. The Accounting Technician position in question was studied as part of the limited-scope classification study and no new duties or responsibilities were described by TTSA. Gallagher found that this position continues to be primarily responsible for performing clerical accounting support work and maintains the original recommendation to allocate the position to the newly created classification series of Accounting Assistant I/II.
- Substantial changes have made to the duties and responsibilities of the Accounting Supervisor position since Gallagher studied the position during the limited-scope classification study. As such, Gallagher modified the classification specification accordingly, removing responsibilities related to the oversight of the payroll function/supervision of the Payroll Specialist, and including supervisory responsibilities over the Purchasing Agent classification. Gallagher modified the classification specification from an Accounting Supervisor to a professional-level Accountant, which includes



responsibility for the supervision of clerical and/or technical accounting and/or purchasing staff, and modified the salary range placement recommendation accordingly.

- The Administrative Assistant I/II classification series was modified from an entry/journey level class series to a single level (Administrative Assistant) classification and human resources support work was removed from the classification specification per TTSA's request. The market compensation matches were reevaluated and modified accordingly based on the change in duties and responsibilities. The market median was not impacted by match changes and therefore the salary range recommendation for this classification did not change.
- TTSA requested Gallagher to create an "Engineering Analyst" classification to replace their professional Assistant/Associate Engineer classification series. Upon further conversations with TTSA to better understand their business needs, Gallagher drafted an Engineering Technician classification specification and recommended a salary range placement based on internal alignment with the Assistant Engineer classification. Gallagher also recommends TTSA maintain their professional entry/journey level Assistant/Associate Engineer classification series for future use and maintained the salary range placement recommendations made during the compensation study.
- The CMMS/GIS Technician classification was not included in the limited classification study Gallagher previously conducted. As part of the additional classification services, Gallagher assessed whether the duties and responsibilities of this classification could be consolidated with TTSA's broad IT Specialist I/II classification series. Gallagher evaluated the work performed by the CMMS/GIS Technician, as described in the classification specification, in relation to the IT Specialist I/II classification series and agreed that the duties could be consolidated. Gallagher modified the classification specification for the IT Specialist I/II to broadly incorporate CMMS/GIS duties and responsibilities and removed the CMMS/GIS Technician classification from the salary range placement recommendations.
- TTSA requested revisions be made to the Payroll Specialist classification specification to include the addition of paraprofessional human resources support duties and requested the classification be retitled to Payroll and Human Resources Analyst. Gallagher modified the classification specification to include human resources support duties and retitled the classification to Payroll and Human Resources Specialist. Gallagher does not recommend the "analyst" title as the body of work described is paraprofessional in nature, and requires a specialized body of knowledge in line with the "specialist" title. The salary range placement recommendation was also modified based on the new duties and responsibilities assigned to the class.

### *Compensation Re-Review*

TTSA requested Gallagher re-review the market compensation study matches as well as salary range placement recommendations for the following classifications: Administrative Assistant, Inventory Control Specialist, Purchasing Agent, Safety and Compliance Officer, and SCADA Specialist II. The re-review of the Purchasing Agent and the Administrative Assistant classifications accounted for changes in duties/responsibilities as reflected in the updated draft classification specification provided by TTSA in December 2024 (Purchasing Agent) and changes incorporated by Gallagher, as described in the preceding

section of this report. A detailed review of the matches that were re-evaluated as well as Gallagher's assessment of each potential match have been attached for reference.

Gallagher reassessed the market matches made for each of the above requested benchmark classifications for all comparator agencies and made changes as appropriate. In order to maintain a like-for-like comparison of the benchmark classes to the market, Gallagher collected and analyzed salary and benefits data that was in effect at each agency during the Agency-wide total compensation study data collection process. For those benchmark classifications where Gallagher incorporated changes, statistical data was recalculated and has been provided in the attached updated data spreadsheets. Further, where match changes impacted the market median, Gallagher revised the salary range placement recommendations for each classification accordingly. The revised salary range placement recommendations are also attached. Table 1 provides a high-level overview of the changes and impact.

**Table 1. Benchmark Classification Match Changes/Impacts**

Benchmark Classification Title	Match Changes	Median Impacted	Range Placement Recommendation
<b>Administrative Assistant II</b>	Yes	No	N/A
<b>Inventory Control Specialist</b>	Yes	Yes	Modified
<b>Purchasing Agent</b>	Yes	No	N/A
<b>Safety and Compliance Officer</b>	Yes	Yes	Modified
<b>SCADA Specialist II</b>	No	N/A	N/A

Additionally, TTSA requested Gallagher to internally align the salary range placement recommendations for the IT Specialist I/II and SCADA Specialist I/II classification series. After further review and analysis, Gallagher modified the salary range placement recommendations for the SCADA Specialist I/II but did not support alignment with the IT Specialist I/II since SCADA is typically a more specialized body of work than traditional information technology support.

### **Conclusion**

This report presents the classification and compensation requests made by TTSA as well as the recommendations and actions taken by Gallagher, outside of the classification and compensation study process. These recommendations are based on the requests and information provided to Gallagher by TTSA and are aligned with classification and compensation best practice. These recommendations are intended to be a tool for TTSA to utilize as it implements the classification and total compensation study recommendations. Additional changes outside of Gallagher's recommendations may need to be explored in order to meet the business needs of TTSA. We want to thank TTSA and its staff for their cooperation and participation throughout this process.

**TAHOE-TRUCKEE SANITATION AGENCY**  
**Class Specification**

**Job Title: Accountant**  
**Department: Administrative Services**  
**FLSA Status: NON EXEMPT**  
**Revised as of: 01/2025**

**DEFINITION**

Under general supervision, performs complex professional accounting work, including auditing, analyzing, and reconciling various accounts, preparing financial and statistical reports, assisting in budget preparation, preparing year-end reports and schedules, and developing financial analysis and reporting and internal control practices; plans, schedules, assigns, reviews, and supervises the work of staff performing technical and clerical accounting and purchasing duties within the Administrative Services Department; provides complex staff assistance to management staff in areas of expertise; and performs related duties as assigned.

**DISTINGUISHING CHARACTERISTICS**

This journey-level classification is responsible for independently performing professional duties in support of the Agency's financial accounting and recordkeeping functions. Positions at this level exercise judgement and initiative in their assigned tasks, receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit

**SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives general direction from, the Chief Financial Officer. Exercises direct supervision over technical and clerical personnel.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class are not intended to be an inclusive list.*

- Performs professional tasks in the review and examination of financial documents to record, post, reconcile, and balance a diverse range of accounting transactions throughout the Agency's departments and programs; ensures the application of best practices and compliance with mandated requirements.
- Participates in annual budget preparation; identifies resource needs; prepares detailed cost estimates with appropriate justifications; monitors expenditures.
- Develops, revises, and maintains general ledger structure; performs general ledger analysis; prepares journal entries and reconciles general ledger and subsidiary accounts related to postings from payroll, accounts payable, cash receipts, fixed assets, and accounts receivable; reviews and processes appropriation transfer requests between accounts; reconciles financial statements to the general ledger; processes month-end and year-end

## **JOB TITLE: Accountant**

closing.

- Monitors and coordinates the preparation, balancing, and reconciliation of various accounting records; prepares or directs the preparation of records and reports for submission to various regulatory and other governmental agencies; oversees, reviews, and prepares a variety of journal entries, including accounts receivable aging analyses, audits, and post cash receipt transactions.
- Prepares and analyzes complex financial reports and statements; notifies departments regarding discrepancies; monitors cash balances in all funds; recommends adjustments as appropriate.
- Reviews accounting and financial documents to ensure accuracy of information and calculations and makes correcting entries as needed.
- Acts as a liaison to external auditors; coordinates the preparation of external audit materials and assists auditors in the review of financial operations; responds to and resolves questions and requests for information from the auditor.
- Prepares and reconciles all bank account transactions; notifies internal staff of discrepancies; compiles banking and investment reconciliation data and submits to management
- Develops financial statements; audits accounting documents; analyzes accounting and reporting requirements.
- Conducts a variety of analytical and operational studies regarding departmental activities including financial, operational, or administrative issues; researches, collects, compiles, and analyzes information from various sources on a variety of specialized accounting topics, identifies alternatives, makes and justifies recommendations.
- Plans, schedules, assigns, reviews, and supervises technical and clerical accounting and purchasing staff; trains staff in work procedures; evaluates performance, counsels employees, and effectively recommends initial disciplinary action; assists in selection and promotion.
- Provides back-up coverage and support for the Agency's purchasing functions as necessary, including the procurement of services, supplies, materials, products, and equipment, ensuring compliance with all Agency and regulatory requirements, policies and procedures.
- Participates in the development and implementation of accounting policies and procedures; ensures compliance with mandated requirements, regulations, and accounting best practices.
- Identifies opportunities for improving service delivery and procedures; provides recommendations concerning process changes; reviews with appropriate management staff; implements improvements.
- Coordinates assigned services and operations with those of other divisions and outside agencies.
- Maintains files, databases, and records related to financial and accounting transactions; prepares a variety of written reports, memoranda, and correspondence.
- Ensures staff observe and comply with all Agency and mandated safety rules, regulations, and protocols.

## **JOB TITLE: Accountant**

- Performs related duties as assigned.

### **QUALIFICATIONS**

#### **Knowledge of:**

- General principles and practices of public agency accounting and finance, including general and governmental accounting, auditing, and reporting functions.
- Principles and practices of budget development, administration, Generally Accepted Accounting Principles (GAAP), and accountability.
- Principles and practices of preparing financial statements and reports.
- Applicable federal, state, and local laws, codes, and regulations as well as industry standards and best practices pertinent to the assigned area of responsibility.
- Business mathematics.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Principles and practices of employee supervision, including work planning, assignment, review and evaluation, discipline, and the training of staff in work procedures.
- Recordkeeping and retention principles, policies, and procedures.
- Agency and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively interacting with the public, member districts, vendors, contractors, and Agency staff.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.

#### **Ability to:**

- Review, analyze, record, audit, verify, and document a diverse range of financial transactions.
- Identify problems, research and analyze relevant information, and develop and present recommendations and justification for solutions.
- Plan, organize, administer, coordinate, review, evaluate, and personally participate in comprehensive public agency accounting functions.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Prepare clear, complete, accurate, and concise financial statements and reports.
- Maintain general ledger accounts, perform general ledger analysis, and prepare journal entries.
- Collect, analyze, and interpret accounting information and data.
- Make accurate arithmetic, financial, and statistical computations.

## **JOB TITLE: Accountant**

- Select and supervise staff, provide training and development opportunities, ensure work is performed effectively, and evaluate performance in an objective and positive manner.
- Assist in developing and implementing goals, objectives, practices, policies, procedures, and work standards.
- Maintain accurate records and files of work performed.
- Understand and carry out oral and written instructions, and prioritize workload to meet deadlines.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Utilize appropriate safety procedures and practices for assigned duties.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.
- Represent the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

### **Experience:**

Four (4) years of increasingly responsible professional accounting experience.

### **Education:**

Equivalent to a bachelor's degree from an accredited college or university with major coursework in accounting, financial, business or public administration, or a related field.

## **SPECIAL QUALIFICATIONS**

### **License and Certificate:**

None.

## **PHYSICAL REQUIREMENTS**

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information.

**JOB TITLE: Accountant**

Employees must possess the ability to lift, carry, push, and pull materials and objects up to 20 pounds.

**WORKING/ENVIRONMENTAL CONDITIONS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing divisional policies and procedures.

## TAHOE-TRUCKEE SANITATION AGENCY

### Class Specification

#### **Agency Job Title: Administrative Assistant**

**Department: Administrative Services**

**FLSA Status: NON EXEMPT**

**Revised as of: 01/2025**

#### **DEFINITION**

Under general supervision, performs a variety of routine to moderately difficult administrative and clerical support duties requiring thorough knowledge of assigned department's procedures and operations; provides administrative support to management, supervisory, and departmental staff; composes and prepares correspondence; provides assistance for a wide variety of assignments related to administration of budgets, contracts, research projects, and department programs; and performs related duties, as assigned.

#### **DISTINGUISHING CHARACTERISTICS**

This journey-level classification is responsible for independently performing paraprofessional administrative duties in support of assigned department operations, programs, and staff. Positions at this level exercise judgement and initiative in their assigned tasks, receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit.

#### **SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives general supervision from, assigned supervisory and/or management personnel. Exercises no direct supervision over staff.

**EXAMPLES OF DUTIES** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Performs a variety of administrative functions involved in the operation of the assigned department; researches, prioritizes, and addresses incoming issues and concerns; provides information and handles issues that may require sensitivity and use of sound, independent judgment.
- Composes, types, edits, and proofreads a variety of documents, including forms, memos, contracts, administrative, statistical, financial, staff reports, and correspondence for department staff from rough draft, handwritten copy, verbal instructions, or from other material using a computer; inputs and retrieves data and text using a computer; checks draft documents for punctuation, spelling, and grammar; makes or suggests corrections.
- Assists or administers department projects and/or programs as assigned by management staff; acts as point of contact between manager and internal/external customers; provides assistance to department staff in various research and department-related projects.



## **JOB TITLE: Administrative Assistant**

- Organizes and carries out administrative assignments; researches, compiles, and organizes information and data from various sources on a variety of specialized topics related to programs in assigned area; checks and tabulates standard mathematical or statistical data; prepares and assembles reports, manuals, articles, announcements, and other informational materials.
- Performs first-line customer service duties related to customer billing, including answers phones, assists the general public in person with inquiries, on the phone, via mail or by email.
- Screens calls, visitors, and incoming mail; receives and responds to calls received by the department; provides information to the public, including contractors and vendors, by phone or in person; responds to general public and staff inquiries and complaints; refers public to the appropriate department source; coordinates or resolves problems when appropriate.
- Monitors and orders office and other related supplies; prepares, processes, and tracks purchase requisitions for services and materials; receives vendor invoices and submits to accounting staff for processing.
- Creates, organizes, and maintains department records; organizes and maintains databases and determines how information can be extracted for various department or programmatic reports.
- Verifies and reviews forms and reports for completeness and conformance with established procedures; applies department and program policies and procedures in determining completeness of applications, records, and files.
- Schedules and/or coordinates meetings, seminars, conferences, and training sessions for department staff; acts as meeting and/or committee secretary including preparing agendas and informational packets and setting up the room; may take and transcribe meeting minutes.
- Coordinates and integrates department services and activities with other Agency departments and outside agencies.
- Applies a variety of database, spreadsheet, word processing, and graphics software programs and functions for departmental and department reports.
- Observes and complies with all Agency and mandated safety rules, regulations, and protocols.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

## **QUALIFICATIONS**

### **Knowledge of:**

- Organization and function of the Agency, including the role of an appointed Board.
- Operations, services, programs, policies, procedures, and processes of the assigned department or program.
- Agency-wide and departmental administrative procedures, practices, and principles.
- Agency ordinances, rules, programs, processes, and personnel policies applicable to department operations.
- Rules and procedures governing the notice and conduct of public meetings.
- Research techniques, methods, and procedures, including the use of department databases.

## **JOB TITLE: Administrative Assistant**

- Business arithmetic.
- Principles and practices of data collection, database input, maintenance, and querying, and report preparation.
- Business letter writing and the standard format for reports and correspondence.
- Principles and practices of sound business communication.
- Writing and editing skills, including proofreading, grammar checking, and formatting of memoranda, templates, policies, and procedures.
- Applicable federal, state, and local laws, codes, and regulations as well as industry standards and best practices pertinent to the assigned area of responsibility.
- Principles and procedures of recordkeeping.
- Agency and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively interacting with the public, member districts, vendors, contractors, and Agency staff.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.

### **Ability to:**

- Perform responsible, complex, and difficult administrative support work with accuracy and speed.
- Provide varied and responsible office administrative work requiring the use of tact and discretion.
- Interpret, apply, and explain administrative and department policies and procedures.
- Prepare clear, accurate, and concise records and reports.
- Respond to and effectively prioritize multiple phone calls and other requests for service.
- Make accurate arithmetic calculations.
- Compose correspondence and reports independently or from brief instructions.
- Prepare meeting agendas and transcribe minutes and other recordings from committee or commission meetings.
- File and maintain automated and hardcopy records, logs, and inventories with accuracy.
- Review variety of documents for completeness and accuracy.
- Organize and maintain specialized and sensitive department personnel files.
- Respond to and effectively prioritize multiple phone calls and other requests for service.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.
- Understand and follow oral and written instructions.
- Use initiative, tact, prudence, and judgement within policy and procedural guidelines.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.

## **JOB TITLE: Administrative Assistant**

- Operate and use modern office equipment and technology, including computers and applicable software.
- Utilize appropriate safety procedures and practices for assigned duties.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.
- Represent the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

### **Experience:**

Two (2) years of increasingly responsible office administrative or secretarial experience.

### **Education:**

Equivalent to completion of twelfth (12<sup>th</sup>) grade.

### **License and Certificate:**

None.

### **PHYSICAL REQUIREMENTS**

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 20 pounds.

### **WORKING/ENVIRONMENTAL CONDITIONS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

## TAHOE-TRUCKEE SANITATION AGENCY

### Class Specification

#### **Job Title: Engineering Technician**

**Department: Technical Services**

**FLSA Status: NON-EXEMPT**

**New: 01/2025**

#### **DEFINITION**

Under general supervision, performs a variety of technical office and/or field duties in support of the Agency's engineering activities, projects, and programs; conducts research, data collection, inspections and surveys; prepares and maintains project files, engineering records, and related databases; provides technical information and assistance to professional staff and the public; and performs related duties as assigned.

#### **DISTINGUISHING CHARACTERISTICS**

This journey level class is responsible for independently performing technical duties in support of Agency engineering programs, projects, and activities. Positions at this level exercise judgement and initiative in their assigned tasks, receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit.

#### **SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives general supervision from the Technical Services Department Manager. Exercises no direct supervision over staff.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Assists in the processing, preparation, and interpretation of designs, plans, estimates, and reports pertaining to the construction, maintenance, and repair of wastewater and recycled water infrastructure; ensures compliance with design standards, codes, regulations, and Agency requirements.
- Performs a variety of technical duties in support of capital improvement projects and project management staff during various project phases including planning, design, construction, and close out; coordinates assigned project tasks with a variety of internal staff and external stakeholders; keeps project managers apprised of assigned tasks, status of assignments, findings, and recommendations.
- Conducts research, gathers data, and performs field, office, and computer-aided studies; prepares periodic and special reports based on findings from research, studies, and surveys; and makes recommendations on findings.

## **JOB TITLE: Engineering Technician**

- Performs data collection in the field; operates field survey equipment to assist in the design of engineering improvements and projects; enters, reviews, and updates information in various databases compiles data and prepares reports.
- Performs field investigations and/or inspections of existing conditions for infrastructure projects or new construction; ensures worksites are safe and that project/construction activities comply with approved plans, Agency quality standards and specifications.
- Performs a variety of engineering and mathematical computations and calculations.
- Prepares written correspondence, documents, and presentation materials, including photos, graphs, exhibits, maps, and other materials for Agency reports and projects.
- Provides technical support for procurement processes; researches products and vendors, solicits quotes, compares costs, and evaluates quality of products; participates in the bidding process as necessary.
- Performs technical work for the plant/pipeline operations and maintenance programs, as assigned.
- Conducts research to identify technological innovations and advancements related to wastewater treatment and system optimization; makes recommendations to enhance operational efficiencies.
- Provides technical support and assistance to Agency finance staff related to grant-funded capital improvement projects; assists with the identification, application, and management of grant funds.
- Maintains and updates various engineering records and files, including plans, studies, inspections, surveys, maps, and other related data; prepares, updates, reproduces, and distributes maps, drawings, blueprints, and other information recorded in the Geographic Information System (GIS).
- Observes and complies with all Agency and mandated safety rules, regulations, and protocols.
- Performs related duties as required.

## **QUALIFICATIONS**

### **Knowledge of:**

- Principles, practices, terminology, and concepts used in engineering and technical engineering support work including design, drafting, surveying, mapping, and construction operations, services, and activities related to wastewater conveyance and treatment facilities, systems, and infrastructure.
- Drafting symbols, methods, practices, techniques, and instruments used in engineering and mapping.
- Engineering plan types, review practices, and permit filing and approval procedures.
- Methods and techniques of preparing, reading, and interpreting engineering drawings, maps, charts, and related documents.
- Methods and techniques of conducting site inspections and developing plans and maps, including construction methods, procedures, standards, and materials.
- Agency design standards and specifications.
- Technical engineering mathematics.

### **JOB TITLE: Engineering Technician**

- Current engineering developments and trends related to wastewater treatment, conveyance systems, plant and pipeline operations.
- Applicable federal, state, and local laws, codes, and regulations as well as industry standards and best practices pertinent to the assigned area of responsibility.
- Principles and procedures of recordkeeping, document processing, and filing systems.
- Agency and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service, by effectively interacting with the public, member districts, vendors, contractors, and Agency staff.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.

#### **Ability to:**

- Perform technical engineering duties in support of assigned engineering program/function.
- Review, understand, and interpret technical plans.
- Prepare, update, and review a variety of engineering designs, plans, specifications, maps, graphic materials, cost estimates, and engineering reports.
- Read and interpret plans, specifications, diagrams and maps.
- Safely and effectively use and operate tools, instruments, vehicles, and equipment required for the work.
- Perform mathematical and engineering computations with accuracy.
- Effectively use Computer Aided Drafting, CMMS, and GIS software; create, edit, and plot geographic information systems data and graphics, compile and analyze geographic information systems data.
- Perform a variety of data gathering and compilation for engineering studies.
- Operate engineering and survey field equipment and instrumentation.
- Ensure construction activities comply with plans and Agency standards and specifications.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Establish and maintain a variety of filing, record keeping, and tracking systems.
- Adhere to and utilize appropriate safety policies, procedures and practices.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.

## **JOB TITLE: Engineering Technician**

- Represent the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

### **Experience:**

Three (3) years of increasingly responsible experience performing technical civil engineering support work.

### **Education:**

Equivalent to completion of the twelfth (12<sup>th</sup>) grade, supplemented by college level coursework in engineering, drafting, mathematics, computer-aided design, construction management, or a related field.

## **SPECIAL QUALIFICATIONS**

### **License and Certificate:**

Possession of a valid California or Nevada Class C Driver License is required at the time of appointment.

Possession of, or ability to obtain a confined space certification within six months of appointment.

Persons employed in this classification are required to participate in Agency provided training to acquire basic First Aid and Cardiopulmonary Resuscitation (CPR) certificates during the initial 12 months of employment and continued maintenance of a valid certificate as a condition of employment for this position.

Possession of, or ability to obtain a 40-hour Hazwoper Hazardous Materials Technician Level III certification within six months of appointment.

## **PHYSICAL REQUIREMENTS (for Assistant and Associate Engineer)**

When assigned to an office environment, must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone; ability to stand and walk between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information.

When assigned to field inspection, must possess mobility to work in changing site conditions; possess the strength, stamina, and mobility to perform light to medium physical work; to sit, stand, and walk on level, uneven, or slippery surfaces; to reach, twist, turn, kneel, and bend, to

### **JOB TITLE: Engineering Technician**

climb and descend ladders; and to operate a motor vehicle and visit various Agency sites; vision to inspect site conditions and work in progress. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards, with exposure to hazardous materials in some site locations. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 50 pounds, or heavier weights, in all cases with the use of proper equipment and/or assistance from other staff.

#### **WORKING/ENVIRONMENTAL CONDITIONS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees also work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

Employees in this classification may be required to work outside of regular business hours, including occasional weekend work.



## TAHOE-TRUCKEE SANITATION AGENCY

### Class Specification

#### **Job Title: Information Technology Specialist I/II**

**Department: Maintenance**

**FLSA Status: NON EXEMPT**

**Revised as of: 01/2025**

#### **DEFINITION**

Under immediate (Information Technology Specialist I) or general (Information Technology Specialist II) supervision, installs, troubleshoots, and maintains assigned computer hardware, software, network, server, database, and/or telecommunications systems and infrastructure; identifies end user requirements, evaluates system and infrastructure capabilities, and recommends and coordinates upgrades and enhancements; performs systems administration, troubleshoots problems, and ensures data integrity; provides technical support, trains, and assists end users in using new applications and systems; and performs related duties as assigned.

#### **DISTINGUISHING CHARACTERISTICS**

Information Technology Specialist I - This is the entry-level class in the Information Technology Specialist series. Initially under close supervision, incumbents learn and perform routine information technology support duties while learning Agency policies and procedures. As experience is gained, assignments become more varied, complex, and difficult; close supervision and frequent review of work lessen as an incumbent demonstrates skill to perform the work independently. Positions at this level usually perform most of the duties required of the positions at the Information Technology Specialist II-level but are not expected to function at the same skill level and usually exercise less independent discretion and judgment in matters related to work procedures and methods. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise.

Information Technology Specialist II - This is the journey-level class in the Information Technology Specialist series. Positions at this level are distinguished from the Information Technology Specialist I-level by the performance of the full range of duties as assigned, working independently, and exercising judgment and initiative. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit.

Positions in the Information Technology Specialist class series are flexibly staffed; positions at the II-level are normally filled by advancement from the I-level; progression to the II-level is dependent on (i) management affirmation that the position is performing the full range of duties assigned to the classification; (ii) satisfactory work performance; (iii) the incumbent meeting the minimum qualifications for the classification including any licenses and certifications; and (iv) management approval for progression to the II-level.

#### **SUPERVISION RECEIVED AND EXERCISED**

## **CLASS TITLE: Information Technology Specialist I/II**

### Information Technology Specialist I

Reports directly to, and receives immediate supervision from, assigned supervisory and/or management personnel. Exercises no direct supervision over staff.

### Information Technology Specialist II

Reports directly to, and receives general supervision from, assigned supervisory and/or management personnel. Exercises no direct supervision over staff.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

*Positions at the I-level may perform some of these duties and responsibilities in a learning capacity.*

- Performs a variety of specialized and technical end-user support duties; creates and modifies user accounts; assists with user problems and issues; diagnoses and resolves issues; collaborates with other information technology staff, and/or third-party vendors to resolve complex problems; collaborates with operations staff to ensure information technology systems meet the Agency's operational needs and increase operational efficiencies.
- Installs, maintains, and modifies software application(s); documents end user work processes and systems requirements; conducts systems walk-throughs and technical reviews; develops or refines system specifications, including evaluating and testing vendor software packages for conformance with user requirements and priorities.
- Installs, configures, and upgrades desktop computers and associated hardware and software across disparate platforms; loads and tests specialized applications and security devices; ensures connectivity to network and communication systems.
- Installs, configures, and maintains network hardware, software, peripherals, and devices, including but not limited to routers, switches, wireless access points, servers, virtual private networks, and firewalls, for functionality and security.
- Provides technical support and troubleshooting for CMMS and/or GIS applications; coordinates with vendors, consultants and internal staff to collect data; coordinates updates and revisions to systems and system data; ensures data quality and integrity and system functionality; develops and runs queries, reports, and maps.
- Maintains and supports Active Directory by adding, removing, and/or editing users; creates access rights for users and user groups; sets up and maintains security through proper configuration and system access monitoring; monitors and grants user access for CMMS system.
- Performs a variety of technical tasks in support of physical and virtual server infrastructures, including installing, configuring, maintaining, and monitoring hardware and software upgrades and security to ensure effective server performance; performs server maintenance checks and back-ups.

## **CLASS TITLE: Information Technology Specialist I/II**

- Installs, configures, maintains, troubleshoots, and monitors telecommunications systems including voice, data, mobile device management, and audiovisual communications infrastructure and equipment.
- Designs, analyzes, configures, upgrades, and maintains data storage infrastructure and systems including administering storage area network (SAN) and monitoring storage usage, performance, and access rules.
- Monitors and maintains security control of department information systems and infrastructure in accordance with Agency security policies and procedures; monitors security features and firewall rules; verifies and ensures proper user accessibility including resetting passwords, assigning permissions, and enabling or disabling accounts.
- Works on information systems and infrastructure conversion, installation, and maintenance projects, including planning, organizing, and defining project requirements, methods, and objectives in consultation with end users.
- May assist with the request for proposal process; provides cost analysis and input to scope of work; recommends equipment and/or software purchases; tracks purchases from proposal to invoicing.
- Writes and maintains comprehensive technical documentation including workflow diagrams, design specifications, and procedures for the utilization of specific technology.
- Develops training materials, including tutorials, documentation, workflows and instructional manuals for system use and/or standardization of data entry.
- Conducts research and stays current on new trends and innovative solutions in information systems; recommends new technologies which would improve the Agency's operational effectiveness.
- Enforces information technology operational policies and procedures.
- Provides training, assistance, and knowledge-sharing to lower-level staff.
- Observes and complies with all Agency and mandated safety rules, regulations, and protocols.
- Performs related duties as assigned.

### **QUALIFICATIONS**

*Positions at the I-level may exercise some of these knowledge and abilities statements in a learning capacity.*

#### **Knowledge of:**

- Principles, practices, methods, and techniques of installing, evaluating, configuring, troubleshooting, diagnosing, and resolving issues in one or more of the following areas: computer hardware and software, application(s), server infrastructure, network and data systems, telecommunications, and/or audiovisual.
- Operational characteristics of computer, network, server, and communication systems, hardware, software, and peripheral equipment.
- Operational relationships between various applications, databases, and components of technology infrastructure such as servers and network systems.
- Methods and techniques of eliciting information and performing diagnostic procedures on technology systems.

## **CLASS TITLE: Information Technology Specialist I/II**

- Familiarity with security and monitoring devices, and procedures necessary to maintain the integrity and security of data.
- Software applications used by the Agency and in the industry.
- Principles and practices of database management and data integration.
- DNS records and certificates.
- Principles and practices of project management and vendor relationship management.
- Principles and practices of developing and maintaining technical documentation, files, and records.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Applicable federal, state, and local laws, codes, regulations, and ordinances, as well as industry standards and best practices relevant to the assigned area of responsibility.
- Agency and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively interacting with the public, member districts, vendors, contracts, and Agency staff.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.

### **Ability to:**

- Perform a variety of technical support functions in the installation, evaluation, configuration, operation, troubleshooting, and maintenance of one or more of the following areas: computer hardware and software, application(s), server infrastructure, network and data systems, telecommunications, and/or audiovisual.
- Participate in design and process improvement sessions to identify business and user needs and discuss information system capabilities and modifications needed for improvement.
- Participate in system and infrastructure development, enhancement, and maintenance projects.
- Gather, compile, and analyze information from a variety of sources.
- Understand, interpret, and explain systems solutions to users; research technical materials to provide solutions to problems.
- Prepare clear, concise and accurate documentation, user guides, reports of work performed, maps, diagrams, and other written materials.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.
- Train users in the application and use of computer hardware and software.
- Organize work, set priorities, meet critical deadlines and follow-up on assignments.
- Understand and carry out oral and written instructions, and prioritize workload to meet deadlines.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.

## **CLASS TITLE: Information Technology Specialist I/II**

- Operate and use modern office equipment and technology, including computers and applicable software.
- Utilize appropriate safety procedures and practices for assigned duties.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.
- Represent the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

#### **Information Technology Specialist I**

##### **Experience:**

One (1) year of experience providing technical support for information technology systems and/or infrastructure.

##### **Education:**

Equivalent to an associate degree from an accredited college, university or trade school with major course work in computer science, information technology, public or business administration, or a related field.

#### **Information Technology Specialist II**

##### **Experience:**

Three (3) years of increasingly responsible experience providing technical support for information technology systems and infrastructure.

##### **Education:**

Equivalent to an associate degree from an accredited college, university, or trade school with major coursework in computer science, information technology, public or business administration, or a related field.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Possession of a valid California or Nevada Class C Driver License is required at time of appointment.

Possession, or ability to obtain confined space certification within six (6) months of appointment.

Possession of, or ability to obtain Man-Lift certification, within twelve (12) months of employment.

## **CLASS TITLE: Information Technology Specialist I/II**

### **PHYSICAL REQUIREMENTS**

Must possess mobility to work in a standard office setting and wastewater treatment plant facility and use standard office equipment, including a computer; to operate a motor vehicle and visit various Agency sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, over the telephone, and two-way radio. This is primarily a sedentary office classification although standing in work areas and walking between work and operational areas to identify problems or hazards may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator, to operate standard office equipment, and to manipulate communication mediums (copper wire or fiber optic cable) to create, terminate, or test. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 50 pounds or heavier weights, in all cases with the use of proper equipment and/or assistance from other staff.

### **WORKING/ENVIRONMENTAL CONDITIONS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees also work in the wastewater treatment plant and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes, dust, and air contaminants. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

**TAHOE-TRUCKEE SANITATION AGENCY**  
**Class Specification**

**Agency Job Title: Payroll and Human Resources Specialist**

**Department: Administrative Services**

**FLSA Status: NON EXEMPT**

**Revised as of: 01/2025**

**DEFINITION**

Under general supervision, performs a variety of technical and specialized accounting and human resources support work required to prepare, maintain, and process the Agency's payroll and administer human resources programs; prepares and performs technical reconciliation and reporting of payroll, taxes, and benefits data; assists with the recruitment, testing, and selection of applicants and the administration of employee salary, leaves, insurance, and benefits programs; ensures accuracy and compliance with applicable federal, state, and county agencies; serves as a liaison to various internal departments and external agencies; and performs related duties as assigned.

**DISTINGUISHING CHARACTERISTICS**

This journey-level classification is responsible for independently performing technical and specialized accounting and human resources duties in support of employee payroll processing, reporting, and the administration of human resources programs. Positions at this level exercise judgement and initiative in their assigned tasks, receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit.

**SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives general supervision from, the Chief Financial Officer/Risk Manager. Exercises no direct supervision over staff.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Receives, reviews, verifies, and processes time recording documents to prepare payroll for Agency employees; audits such documents for completeness, accuracy, and compliance with rules and regulations.
- Ensures timely and accurate posting of employee related data including account numbers, tax status, various deductions, and direct deposits; computes and interprets miscellaneous forms pertaining to compensation, tax adjustments, garnishments, tax levies, and other deductions.
- Computes and prepares adjustments of pay, paid leave, severance pay, and online paychecks; confers with Human Resources Administrator or other departments on individual changes in payroll or deduction changes; applies and ensures compliance with applicable tax laws and rulings regarding earnings and employee benefits programs.

### **JOB TITLE: Payroll Specialist**

- Posts and balances data to various general ledger accounts, registers, journals, and logs according to established accounting techniques and procedures; analyzes various pay reports and makes corrections when needed.
- Generates, reviews, analyzes, checks, and maintains various weekly, monthly, quarterly, and annual payroll reports; communicates necessary general ledger adjustments or corrections to supervisory or management staff.
- Reconciles payroll accounts and employee benefits deductions; performs corrections through payroll adjustments when necessary to resolve discrepancies; and remits payments for the Agency's health insurance and voluntary plan providers.
- Generates and reviews pension system reporting; reviews and reconciles payroll data, codes, and employee information; and transmits to California Public Employees' Retirement System (CalPERS).
- Prepares, reconciles, and submits federal, state, and other mandated payroll taxes including tax deposits, quarterly reports, annual reports, W-2's, tax restatements, and re-filings.
- Researches, analyzes, and resolves technical and/or payroll related problems or questions; provides payroll information, explains procedures, and answers questions pertaining to payroll laws, rules, and regulations.
- Responds to inquiries from various internal departments, external agencies, and employees; verifies employment; and resolves technical, payroll, and/or human resources related problems.
- Processes, calculates, and maintains records of a variety of payroll and/or personnel actions, including validating new-hire set up and changes in pay or employment status, tax withholding, overtime and holiday hours, retroactive or adjusted pay, retirement and voluntary deductions, wage garnishments, leaves of absence, mass salary updates, and final paychecks and pay-offs based on appropriate provisions.
- Participates in the recruitment, testing, and selection of applicants for Agency employment, including designing recruitment and selection plans, preparing advertisements and recruitment job flyers, screening and tracking employment applications, assisting in coordinating recruitment processes, and scheduling and coordinating assessments and interviews; advertises and posts job announcements; assists in proctoring examinations.
- Prepares business correspondence and memoranda on payroll and human resources related operations; assists with the development and/or modification of payroll and human resources policies and procedures.
- Compiles a variety of statistical data for federal, state, and local government units, auditors, and staff reports.
- Maintains a variety of files and records related to the Agency's payroll system, general accounting techniques and procedures, personnel files and human resources activities; records changes and resolves differences; maintains the accuracy of accounting, financial, and human resources records.
- Checks and tabulates statistical and financial data; reviews the work of lower-level payroll staff as required.



## **JOB TITLE: Payroll Specialist**

- Performs a variety of technical and specialized duties in support of Agency accounting and fiscal programs and functions, including but not limited to accounts payable, accounts receivable, cash handling, purchasing, and budget; performs special projects as assigned.
- Provides technical and specialized support for human resources programs and functions including recruitment and selection, classification and compensation, benefits administration, leaves management, and training and development; coordinates human resources activities with internal staff, external agencies, and the public; ensures all activities comply with local, state, and federal laws, rules, and regulations and Agency policies and procedures.
- Represents the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.
- Builds and maintains positive working relationships with co-workers, other Agency employees and the public using principles of good customer service.
- Observes and complies with all Agency and mandated safety rules, regulations, and protocols.
- Performs related duties as assigned.

## **QUALIFICATIONS**

### **Knowledge of:**

- Operations and services of a comprehensive payroll system and its integration with human resources, finance and accounting functions.
- Payroll reporting and payment requirements of various federal and state agencies and benefit providers.
- Basic principles and practices of public sector human resources functions.
- Laws, rules, regulations, procedures, and office practices related to the processing and recording of human resources, payroll and financial transactions related to employee benefits.
- Payroll and timekeeping practices, procedures, and terminology.
- Applicable federal, state, and local laws, codes, and regulations as well as industry standards and best practices pertinent to the assigned area of responsibility.
- Business mathematics.
- Methods and techniques of generating payroll reports.
- Principles and practices of research, data collection, and report preparation.
- Principles and practices of sound business communication.
- Principles and practices of auditing payroll documents.
- Recordkeeping and retention principles, policies, and procedures.
- Agency and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively interacting with the public, member districts, vendors, contractors, and Agency staff.
- Modern office practices, methods, and computer equipment including relevant software programs.

### **JOB TITLE: Payroll Specialist**

- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.

#### **Ability to:**

- Provide technical and specialized support to the Agency's payroll and human resources programs, systems, and functions.
- Review and process a diverse range of employee salary or pay actions to ensure accuracy in payroll outcomes.
- Review, post, balance, reconcile, and maintain accurate and confidential records.
- Interpret, apply, explain, and ensure compliance with mandated payroll and human resources policies and procedures.
- Review and implement payroll changes and personnel transactions based on agreements, contracts, or other documentation impacting collective and individual compensation, benefits and withholdings.
- Compose correspondence and reports independently or from brief instructions.
- Assess, evaluate and confirm payroll balancing for all employee groups.
- Make accurate arithmetic, financial, and statistical computations.
- Review payroll and human resources documents for completeness, accuracy, and compliance.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Maintain confidentiality of sensitive personal information of applicants, employees, former employees and other matters affecting employee relations.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.
- Understand and carry out oral and written instructions, and prioritize workload to meet deadlines.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Utilize appropriate safety procedures and practices for assigned duties.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.
- Represents the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

## **JOB TITLE: Payroll Specialist**

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

### **Experience:**

Three (3) years of increasingly responsible payroll processing and reporting experience.

### **Education:**

Equivalent to completion of twelfth (12<sup>th</sup>) grade, supplemented by college-level coursework or specialized training in payroll, accounting, business or public administration, or a related field.

### **SPECIAL QUALIFICATIONS**

### **License and Certificate:**

None.

### **PHYSICAL REQUIREMENTS**

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 20 pounds.

### **WORKING/ENVIRONMENTAL CONDITIONS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing divisional policies and procedures.

Tahoe Truckee Sanitation Agency  
Results Summary - Top Monthly Salary (All)  
May 2024

Classification	Unadjusted Top Monthly Salary Data							Adjusted Cost of Labor Salary Data							Adjusted Cost of Living Salary Data							
	TTSA Top Monthly Salary	Average of Comparators	% above or below	Median of Comparators	% above or below	75th Percentile	% above or below	TTSA Top Monthly Salary	Average of Comparators	% above or below	Median of Comparators	% above or below	75th Percentile	% above or below	TTSA Top Monthly Salary	Average of Comparators	% above or below	Median of Comparators	% above or below	75th Percentile	% above or below	# of Matches
Accounting Assistant (Accounting Technician I)	\$ 5,880	\$ 7,800	-32.6%	\$ 7,120	-38.1%	8,293	-41.0%	\$ 5,880	\$ 7,101	-20.8%	\$ 7,216	-22.7%	7,463	-26.9%	\$ 5,880	\$ 7,079	-20.4%	\$ 7,330	-24.7%	7,413	-26.1%	6
Accounting Supervisor	\$ 7,930	\$ 11,940	-50.6%	\$ 12,396	-56.3%	13,173	-66.1%	\$ 7,930	\$ 11,182	-41.0%	\$ 11,467	-44.6%	11,968	-50.9%	\$ 7,930	\$ 11,561	-45.8%	\$ 11,988	-51.2%	12,574	-58.6%	6
Administrative Assistant (new)	proposed	\$ 8,301	proposed	\$ 7,884	proposed	\$ 9,244	proposed	proposed	\$ 7,402	proposed	\$ 7,015	proposed	\$ 7,817	proposed	proposed	\$ 7,346	proposed	\$ 7,246	proposed	\$ 7,661	proposed	9
Associate Engineer	\$ 10,966	\$ 13,944	-27.2%	\$ 14,284	-30.3%	14,653	-33.6%	\$ 10,966	\$ 12,423	-13.3%	\$ 12,434	-13.4%	12,967	-18.2%	\$ 10,966	\$ 12,558	-14.5%	\$ 12,765	-16.4%	13,033	-18.8%	11
Chemist III	\$ 8,545	\$ 11,240	-31.5%	\$ 11,527	-34.9%	11,802	-38.1%	\$ 8,545	\$ 9,710	-13.6%	\$ 9,887	-15.7%	10,394	-21.6%	\$ 8,545	\$ 9,881	-15.6%	\$ 9,343	-9.3%	10,848	-27.0%	9
Chief Plant Operator	\$ 12,736	\$ 16,028	-25.8%	\$ 16,246	-27.6%	17,685	-38.9%	\$ 12,736	\$ 13,950	-9.5%	\$ 14,681	-15.3%	14,779	-16.0%	\$ 12,736	\$ 14,111	-10.8%	\$ 14,932	-17.2%	15,234	-19.6%	7
CMMS-GIS Technician	\$ 8,009	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 8,009	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 8,009	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	3
Customer Service Specialist II	\$ 6,496	\$ 8,141	-25.3%	\$ 8,298	-27.7%	8,788	-35.3%	\$ 6,496	\$ 7,595	-16.9%	\$ 7,797	-20.0%	8,474	-30.4%	\$ 6,496	\$ 7,602	-17.0%	\$ 7,665	-18.0%	8,603	-32.4%	8
Electrical and Instrumentation Supervisor	\$ 12,736	\$ 13,370	-5.0%	\$ 12,828	-0.7%	14,458	-13.5%	\$ 12,736	\$ 12,188	4.3%	\$ 12,381	2.8%	12,671	0.5%	\$ 12,736	\$ 12,825	-0.7%	\$ 12,404	2.6%	13,328	-4.6%	5
Electrical and Instrumentation Technician III	\$ 10,433	\$ 11,069	-6.1%	\$ 10,603	-1.6%	12,238	-17.3%	\$ 10,433	\$ 9,844	5.6%	\$ 9,731	6.7%	10,622	-1.8%	\$ 10,433	\$ 9,953	4.6%	\$ 9,751	6.5%	10,568	-1.3%	11
Executive Assistant-Board Clerk	\$ 9,302	\$ 11,542	-24.1%	\$ 11,280	-21.3%	12,465	-34.0%	\$ 9,302	\$ 10,533	-13.2%	\$ 10,129	-8.9%	11,149	-19.9%	\$ 9,302	\$ 10,607	-14.0%	\$ 10,354	-11.3%	10,726	-15.3%	7
Finance and Administrative Department Manager	\$ 15,704	\$ 19,818	-26.2%	\$ 18,883	-20.2%	20,157	-28.4%	\$ 15,704	\$ 18,036	-14.8%	\$ 17,264	-9.9%	18,384	-17.1%	\$ 15,704	\$ 18,152	-15.6%	\$ 17,845	-13.6%	19,446	-23.8%	10
General Manager	\$ 21,609	\$ 26,403	-22.2%	\$ 26,091	-20.7%	27,015	-25.0%	\$ 21,609	\$ 23,863	-10.4%	\$ 23,569	-9.1%	24,897	-15.2%	\$ 21,609	\$ 24,114	-11.6%	\$ 24,088	-11.5%	24,897	-15.2%	11
Human Resources Administrator	\$ 12,993	\$ 15,397	-18.5%	\$ 15,268	-17.5%	16,237	-25.0%	\$ 12,993	\$ 14,064	-8.2%	\$ 13,832	-6.5%	14,393	-10.8%	\$ 12,993	\$ 14,265	-9.8%	\$ 14,442	-11.1%	14,925	-14.9%	8
Information Technology Specialist II (Information Technology Specialist)	\$ 10,696	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 10,696	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 10,696	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	2
Information Technology Supervisor	\$ 12,736	\$ 14,336	-12.6%	\$ 14,925	-17.2%	15,454	-21.3%	\$ 12,736	\$ 12,806	-0.5%	\$ 13,138	-3.2%	13,685	-7.4%	\$ 12,736	\$ 12,736	0.0%	\$ 13,058	-2.5%	13,204	-3.7%	6
Inventory Control Specialist	\$ 7,142	\$ 9,086	-27.2%	\$ 8,963	-25.5%	10,802	-51.2%	\$ 7,142	\$ 7,822	-9.5%	\$ 7,781	-8.9%	8,921	-24.9%	\$ 7,142	\$ 7,804	-9.3%	\$ 8,238	-15.3%	8,462	-18.5%	5
Laboratory Director	\$ 12,736	\$ 16,189	-27.1%	\$ 15,977	-25.4%	17,635	-38.5%	\$ 12,736	\$ 13,873	-8.9%	\$ 13,506	-6.0%	14,881	-16.8%	\$ 12,736	\$ 13,963	-9.6%	\$ 14,237	-11.8%	14,987	-17.7%	7
Laboratory Technician (new)	proposed	\$ 7,067	proposed	\$ 7,072	proposed	8,564	proposed	proposed	\$ 6,234	proposed	\$ 6,461	proposed	7,635	proposed	proposed	\$ 6,395	proposed	\$ 6,454	proposed	7,542	proposed	4
Maintenance Department Manager	\$ 15,317	\$ 18,942	-23.7%	\$ 18,676	-21.9%	21,945	-43.3%	\$ 15,317	\$ 15,961	-4.2%	\$ 16,052	-4.8%	18,026	-17.7%	\$ 15,317	\$ 16,220	-5.9%	\$ 16,575	-8.2%	18,146	-18.5%	6
Maintenance Mechanic III	\$ 8,335	\$ 10,475	-25.7%	\$ 10,324	-23.9%	11,575	-38.9%	\$ 8,335	\$ 9,048	-8.5%	\$ 8,962	-7.5%	9,785	-17.4%	\$ 8,335	\$ 9,195	-10.3%	\$ 9,405	-12.8%	9,590	-15.1%	9
Maintenance Supervisor	\$ 12,736	\$ 14,259	-12.0%	\$ 14,537	-14.1%	14,972	-17.6%	\$ 12,736	\$ 12,378	2.8%	\$ 12,578	1.2%	12,907	-1.3%	\$ 12,736	\$ 12,658	0.6%	\$ 13,047	-2.4%	13,189	-3.6%	8
Operations Department Manager	\$ 15,317	\$ 19,958	-30.3%	\$ 19,127	-24.9%	21,615	-41.1%	\$ 15,317	\$ 17,027	-11.2%	\$ 16,722	-9.2%	18,302	-19.5%	\$ 15,317	\$ 17,268	-12.7%	\$ 18,120	-18.3%	18,800	-22.7%	4
Operations Supervisor	\$ 11,243	\$ 14,227	-26.5%	\$ 14,458	-28.6%	14,719	-30.9%	\$ 11,243	\$ 12,277	-9.2%	\$ 12,478	-11.0%	12,777	-13.6%	\$ 11,243	\$ 12,473	-10.9%	\$ 13,060	-16.2%	13,162	-17.1%	9
Operator II	\$ 7,544	\$ 10,167	-34.8%	\$ 10,324	-36.9%	10,934	-44.9%	\$ 7,544	\$ 8,779	-16.4%	\$ 8,962	-18.8%	9,255	-22.7%	\$ 7,544	\$ 8,917	-18.2%	\$ 8,936	-18.5%	9,489	-25.8%	9
Operator III	\$ 8,335	\$ 11,075	-32.9%	\$ 11,297	-35.5%	11,830	-41.9%	\$ 8,335	\$ 9,666	-16.0%	\$ 9,757	-17.1%	10,200	-22.4%	\$ 8,335	\$ 9,910	-18.9%	\$ 10,154	-21.8%	10,573	-26.9%	8
Purchasing Agent II	\$ 6,496	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 6,496	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 6,496	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	3
Safety and Compliance Officer (Safety Officer)	\$ 11,243	\$ 13,792	-22.7%	\$ 12,602	-12.1%	13,514	-20.2%	\$ 11,243	\$ 11,622	-3.4%	\$ 10,875	3.3%	\$ 11,818	-5.1%	\$ 11,243	\$ 11,481	-2.1%	\$ 10,692	4.9%	12,187	-8.4%	6
SCADA Specialist II (new class)	proposed	Insuff. Data	proposed	Insuff. Data	proposed	Insuff. Data	proposed	proposed	Insuff. Data	proposed	Insuff. Data	proposed	Insuff. Data	proposed	proposed	Insuff. Data	proposed	Insuff. Data	proposed	Insuff. Data	proposed	2
Senior Engineer	\$ 14,072	\$ 15,754	-12.0%	\$ 16,089	-14.3%	16,865	-19.8%	\$ 14,072	\$ 14,189	-0.8%	\$ 14,438	-2.6%	14,774	-5.0%	\$ 14,072	\$ 14,302	-1.6%	\$ 13,990	0.6%	14,741	-4.8%	12
Technical Services Department Manager	\$ 15,317	\$ 19,562	-27.7%	\$ 17,658	-15.3%	21,596	-41.0%	\$ 15,317	\$ 16,690	-9.0%	\$ 15,558	-1.6%	17,760	-15.9%	\$ 15,317	\$ 16,579	-8.2%	\$ 17,032	-11.2%	17,278	-12.8%	5
		AVERAGE:	-24.4%	AVERAGE:	-23.7%				AVERAGE:	-9.9%	AVERAGE:	-9.7%				AVERAGE:	-11.1%	AVERAGE:	-12.4%			
		MEDIAN:	-25.8%	MEDIAN:	-23.9%				MEDIAN:	-9.5%	MEDIAN:	-8.9%				MEDIAN:	-10.8%	MEDIAN:	-11.8%			

Tahoe Truckee Sanitation Agency  
Results Summary - Total Compensation (All)  
May 2024



Classification	Unadjusted Total Compensation Data							Adjusted Cost of Labor Total Compensation Data							Adjusted Cost of Living Total Compensation Data							
	TTSA Total Monthly Comp	Average of Comparators	% above or below	Median of Comparators	% above or below	75th Percentile	% above or below	TTSA Total Monthly Comp	Average of Comparators	% above or below	Median of Comparators	% above or below	75th Percentile	% above or below	TTSA Total Monthly Comp	Average of Comparators	% above or below	Median of Comparators	% above or below	75th Percentile	% above or below	# of Matches
Accounting Assistant (Accounting Technician I)	\$ 10,220	\$ 11,944	-16.9%	\$ 11,993	-17.3%	\$12,578	-23.1%	\$ 10,220	\$ 11,150	-9.1%	\$ 11,163	-9.2%	\$11,681	-14.3%	\$ 10,220	\$ 11,127	-8.9%	\$ 11,464	-12.2%	\$11,658	-14.1%	6
Accounting Supervisor	\$ 12,491	\$ 17,493	-40.0%	\$ 18,178	-45.5%	\$19,249	-54.1%	\$ 12,491	\$ 16,549	-32.5%	\$ 17,320	-38.7%	\$17,642	-41.2%	\$ 12,491	\$ 17,033	-36.4%	\$ 17,551	-40.5%	\$17,985	-44.0%	6
Administrative Assistant (new)	proposed	\$ 12,404	proposed	\$ 12,495	proposed	\$13,369	proposed	proposed	\$ 11,377	proposed	\$ 11,229	proposed	\$12,107	proposed	proposed	\$ 11,316	proposed	\$ 11,168	proposed	\$11,933	proposed	9
Associate Engineer	\$ 15,854	\$ 19,283	-21.6%	\$ 19,225	-21.3%	\$19,489	-22.9%	\$ 15,854	\$ 17,519	-10.5%	\$ 17,465	-10.2%	\$17,975	-13.4%	\$ 15,854	\$ 17,704	-11.7%	\$ 17,365	-9.5%	\$18,589	-17.3%	11
Chemist III	\$ 13,172	\$ 15,756	-19.6%	\$ 15,891	-20.6%	\$17,212	-30.7%	\$ 13,172	\$ 14,017	-6.4%	\$ 13,467	-2.2%	\$15,370	-16.7%	\$ 13,172	\$ 14,227	-8.0%	\$ 13,087	0.7%	\$16,104	-22.3%	9
Chief Plant Operator	\$ 18,999	\$ 21,563	-13.5%	\$ 23,314	-22.7%	\$23,422	-23.3%	\$18,999	\$ 19,174	-0.9%	\$ 19,698	-3.7%	\$20,625	-8.6%	\$ 18,999	\$ 19,369	-1.9%	\$ 19,774	-4.1%	\$21,349	-12.4%	7
CMMS-GIS Technician	\$ 12,579	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 12,579	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 12,579	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	3
Customer Service Specialist II	\$ 10,903	\$ 12,267	-12.5%	\$ 11,948	-9.6%	\$13,421	-23.1%	\$ 10,903	\$ 11,643	-6.8%	\$ 11,687	-7.2%	\$13,027	-19.5%	\$ 10,903	\$ 11,656	-6.9%	\$ 11,583	-6.2%	\$13,122	-20.4%	8
Electrical and Instrumentation Supervisor	\$ 17,815	\$ 18,840	-5.8%	\$ 17,331	2.7%	\$20,672	-16.0%	\$ 17,815	\$ 17,408	2.3%	\$ 16,943	4.9%	\$18,020	-1.2%	\$ 17,815	\$ 18,201	-2.2%	\$ 17,028	4.4%	\$18,797	-5.5%	5
Electrical and Instrumentation Technician III	\$ 15,264	\$ 15,592	-2.1%	\$ 15,805	-3.5%	\$17,158	-12.4%	\$ 15,264	\$ 14,200	7.0%	\$ 14,102	7.6%	\$15,031	1.5%	\$ 15,264	\$ 14,335	6.1%	\$ 14,237	6.7%	\$15,224	0.3%	11
Executive Assistant-Board Clerk	\$ 14,011	\$ 16,898	-20.6%	\$ 16,864	-20.4%	\$17,826	-27.2%	\$ 14,011	\$ 15,702	-12.1%	\$ 15,204	-8.5%	\$16,120	-15.1%	\$ 14,011	\$ 15,829	-13.0%	\$ 14,848	-6.0%	\$16,294	-16.3%	7
Finance and Administrative Department Manager	\$ 22,008	\$ 26,594	-20.8%	\$ 25,620	-16.4%	\$27,854	-26.6%	\$ 22,008	\$ 24,507	-11.4%	\$ 23,844	-8.3%	\$26,089	-18.5%	\$ 22,008	\$ 24,664	-12.1%	\$ 23,842	-8.3%	\$26,614	-20.9%	10
General Manager	\$ 29,340	\$ 35,309	-20.3%	\$ 34,124	-16.3%	\$36,506	-24.4%	\$ 29,340	\$ 32,257	-9.9%	\$ 32,088	-9.4%	\$33,356	-13.7%	\$ 29,340	\$ 32,583	-11.1%	\$ 32,434	-10.5%	\$33,264	-13.4%	11
Human Resources Administrator	\$ 18,849	\$ 21,516	-14.1%	\$ 21,362	-13.3%	\$23,282	-23.5%	\$ 18,849	\$ 19,946	-5.8%	\$ 19,911	-5.6%	\$21,000	-11.4%	\$ 18,849	\$ 20,201	-7.2%	\$ 20,138	-6.8%	\$20,721	-9.9%	8
Information Technology Specialist II (Information Technology Specialist)	\$ 15,555	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 15,555	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 15,555	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	2
Information Technology Supervisor	\$ 17,815	\$ 19,676	-10.4%	\$ 20,658	-16.0%	\$20,884	-17.2%	\$ 17,815	\$ 17,913	-0.6%	\$ 18,510	-3.9%	\$18,554	-4.1%	\$ 17,815	\$ 17,841	-0.1%	\$ 17,894	-0.4%	\$18,532	-4.0%	6
Inventory Control Specialist	\$ 11,618	\$ 13,262	-14.1%	\$ 13,809	-18.9%	\$15,440	-32.9%	\$ 11,618	\$ 11,819	-1.7%	\$ 12,370	-6.5%	\$13,018	-12.0%	\$ 11,618	\$ 11,813	-1.7%	\$ 12,503	-7.6%	\$12,926	-11.3%	5
Laboratory Director	\$ 18,549	\$ 21,787	-17.5%	\$ 21,660	-16.8%	\$23,697	-27.8%	\$ 18,549	\$ 19,133	-3.1%	\$ 18,866	-1.7%	\$20,573	-10.9%	\$ 18,549	\$ 19,251	-3.8%	\$ 19,310	-4.1%	\$20,944	-12.9%	7
Laboratory Technician (new)	proposed	\$ 10,059	proposed	\$ 10,534	proposed	\$12,335	proposed	proposed	\$ 9,137	proposed	\$ 9,843	proposed	\$11,280	proposed	proposed	\$ 9,343	proposed	\$ 9,846	proposed	\$11,191	proposed	4
Maintenance Department Manager	\$ 21,557	\$ 25,750	-19.4%	\$ 26,226	-21.7%	\$29,064	-34.8%	\$ 21,557	\$ 22,261	-3.3%	\$ 23,198	-7.6%	\$24,597	-14.1%	\$ 21,557	\$ 22,604	-4.9%	\$ 23,670	-9.8%	\$24,837	-15.2%	6
Maintenance Mechanic III	\$ 12,940	\$ 14,882	-15.0%	\$ 14,766	-14.1%	\$16,303	-26.0%	\$ 12,940	\$ 13,258	-2.5%	\$ 13,644	-5.4%	\$14,081	-8.8%	\$ 12,940	\$ 13,441	-3.9%	\$ 13,507	-4.4%	\$14,087	-8.9%	9
Maintenance Supervisor	\$ 17,815	\$ 19,837	-11.4%	\$ 20,547	-15.3%	\$21,841	-22.6%	\$ 17,815	\$ 17,620	1.1%	\$ 18,086	-1.5%	\$18,934	-6.3%	\$ 17,815	\$ 17,987	-1.0%	\$ 18,378	-3.2%	\$18,775	-5.4%	8
Operations Department Manager	\$ 22,007	\$ 27,237	-23.8%	\$ 27,510	-25.0%	\$29,376	-33.5%	\$ 22,007	\$ 23,770	-8.0%	\$ 24,564	-11.6%	\$25,508	-15.9%	\$ 22,007	\$ 24,113	-9.6%	\$ 26,277	-19.4%	\$26,651	-21.1%	4
Operations Supervisor	\$ 16,161	\$ 19,477	-20.5%	\$ 20,304	-25.6%	\$20,775	-28.5%	\$ 16,161	\$ 17,223	-6.6%	\$ 17,719	-9.6%	\$18,452	-14.2%	\$ 16,161	\$ 17,463	-8.1%	\$ 18,275	-13.1%	\$18,724	-15.9%	9
Operator II	\$ 12,064	\$ 14,526	-20.4%	\$ 15,310	-26.9%	\$15,466	-28.2%	\$ 12,064	\$ 12,947	-7.3%	\$ 13,339	-10.6%	\$13,714	-13.7%	\$ 12,064	\$ 13,118	-8.7%	\$ 12,968	-7.5%	\$14,005	-16.1%	9
Operator III	\$ 12,940	\$ 15,590	-20.5%	\$ 15,912	-23.0%	\$16,836	-30.1%	\$ 12,940	\$ 13,983	-8.1%	\$ 14,093	-8.9%	\$15,021	-16.1%	\$ 12,940	\$ 14,276	-10.3%	\$ 14,508	-12.1%	\$15,265	-18.0%	8
Purchasing Agent II	\$ 10,903	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 10,903	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	\$ 10,903	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data	3
Safety and Compliance Officer (Safety Officer)	\$ 16,161	\$ 19,000	-17.6%	\$ 17,372	-7.5%	\$19,321	-19.6%	\$ 16,161	\$ 16,489	-2.0%	\$ 15,443	4.4%	\$17,105	-5.8%	\$ 16,161	\$ 16,335	-1.1%	\$ 15,039	6.9%	\$17,694	-9.5%	6
SCADA Specialist II (new class)	proposed	Insuff. Data	proposed	Insuff. Data	proposed	Insuff. Data	proposed	proposed	Insuff. Data	proposed	Insuff. Data	proposed	Insuff. Data	proposed	proposed	Insuff. Data	proposed	Insuff. Data	proposed	Insuff. Data	proposed	2
Senior Engineer	\$ 20,106	\$ 21,533	-7.1%	\$ 20,918	-4.0%	\$22,304	-10.9%	\$ 20,106	\$ 19,723	1.9%	\$ 19,285	4.1%	\$21,286	-5.9%	\$ 20,106	\$ 19,877	1.1%	\$ 18,951	5.7%	\$20,843	-3.7%	12
Technical Services Department Manager	\$ 21,557	\$ 26,203	-21.5%	\$ 26,498	-22.9%	\$27,704	-28.5%	\$ 21,557	\$ 22,836	-5.9%	\$ 23,307	-8.1%	\$23,799	-10.4%	\$ 21,557	\$ 22,756	-5.6%	\$ 22,473	-4.2%	\$25,631	-18.9%	5
		AVERAGE:	-17.1%	AVERAGE:	-17.7%			AVERAGE:	-5.7%	AVERAGE:	-6.3%			AVERAGE:	-6.8%	AVERAGE:	-6.6%					
		MEDIAN:	-17.6%	MEDIAN:	-17.3%			MEDIAN:	-5.9%	MEDIAN:	-7.2%			MEDIAN:	-6.9%	MEDIAN:	-6.2%					

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Administrative Assistant (new)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Tahoe Truckee Sanitation	Administrative Assistant (new)	proposed							
2	Silicon Valley Clean Water	Administrative Assistant II	\$ 11,360	\$ 9,066	\$ 8,600	\$ 4,375	\$ 13,441	7/1/2023	unknown	unknown
3	Tahoe City Public Utility District	Administrative Technician	\$ 8,135	\$ 8,360	\$ 8,143	\$ 4,481	\$ 12,841	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
4	Union Sanitary District	Administrative Specialist II	\$ 9,247	\$ 7,817	\$ 7,661	\$ 4,290	\$ 12,107	3/1/2024	3/1/2024	CPI 3.25% - 4.50%
5	Central Marin Sanitation Agency	Administrative Specialist I	\$ 9,244	\$ 7,602	\$ 7,291	\$ 3,917	\$ 11,519	6/25/2023	unknown	unknown
6	Truckee Sanitary District	Administrative Assistant II	\$ 7,015	\$ 7,015	\$ 7,015	\$ 3,693	\$ 10,708	12/29/2023	unknown	unknown
7	Monterey One Water	Administrative Support Specialist II (confidential)	\$ 7,819	\$ 7,000	\$ 6,615	\$ 3,259	\$ 10,259	6/25/2023	unknown	unknown
8	Delta Diablo Sanitation District	Administrative Assistant II	\$ 7,884	\$ 6,844	\$ 7,246	\$ 4,385	\$ 11,229	7/9/2023	7/1/2024	2.00% - 5.00%
9	South Tahoe Public Utility District	Administrative Assistant/Assistant Clerk of the Board	\$ 6,867	\$ 6,460	\$ 6,943	\$ 3,639	\$ 10,099	10/4/2023	unknown	unknown
10	Napa Sanitation District	Administrative Assistant II	\$ 7,134	\$ 6,456	\$ 6,599	\$ 3,731	\$ 10,187	7/8/2023	unknown	unknown
11	Fairfield Suisun Sewer District	N/C								
12	North Tahoe Public Utility District	N/C								
13	Oro Loma Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 8,301	\$ 7,402	\$ 7,346	\$ 11,377
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Median of Comparators	\$ 7,884	\$ 7,015	\$ 7,246	\$ 11,229
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
75th Percentile	\$ 9,244	\$ 7,817	\$ 7,661	\$ 12,107
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Number of Matches	9	9	9	9

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Administrative Assistant (new)	Administrative Specialist I	Administrative Assistant II	N/C	Administrative Support Specialist II (confidential)	Administrative Assistant II	N/C	N/C	Administrative Assistant II	Administrative Assistant/Assistant Clerk of the Board	Administrative Technician	Administrative Assistant II	Administrative Specialist II
	Adjusted Cost of Labor Top Monthly Salary	proposed	\$ 7,602	\$ 6,844		\$ 7,000	\$ 6,456			\$ 9,066	\$ 6,460	\$ 8,360	\$ 7,015	\$ 7,817
Retirement	PEPRA		2%@62	2%@62		2%@62	2%@62			2%@62	2%@62	2%@62	2%@62	2%@62
	Employee Cost Share					\$ -0								
	Social Security			\$ 424							\$ 401	\$ 518	\$ 435	
	Deferred Compensation			\$ 274			\$ 100			\$ 192		\$ 167		\$ 42
	Other Ret.													
Insurance	Cafeteria													
	Health		\$ 2,657	\$ 2,656		\$ 2,431	\$ 2,656			\$ 2,538	\$ 2,389	\$ 2,379	\$ 2,379	\$ 3,174
	Dental		\$ 250	\$ 211			\$ 167			\$ 193	\$ 154	\$ 125	\$ 178	\$ 144
	Vision		\$ 45	\$ 31			\$ 26			\$ 22	\$ 24	\$ 42		\$ 22
	Other Ins.											\$ 125		
Leaves	Vacation		\$ 439	\$ 421		\$ 404	\$ 372			\$ 697	\$ 373	\$ 707	\$ 432	\$ 451
	Holidays		\$ 380	\$ 369		\$ 424	\$ 323			\$ 488	\$ 298	\$ 418	\$ 270	\$ 459
	Admin Leave		\$ 146				\$ 87			\$ 244				
Allow	Auto													
Benefit Package Total		\$ 0	\$ 3,917	\$ 4,385	\$ 0	\$ 3,259	\$ 3,731	\$ 0	\$ 0	\$ 4,375	\$ 3,639	\$ 4,481	\$ 3,693	\$ 4,290

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Administrative Assistant (new)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Tahoe Truckee Sanitation	Administrative Assistant (new)	proposed							
2	Silicon Valley Clean Water	Administrative Assistant II	\$ 11,360	\$ 9,066	\$ 8,600	\$ 4,375	\$ 13,441	7/1/2023	unknown	unknown
3	Tahoe City Public Utility District	Administrative Technician	\$ 8,135	\$ 8,360	\$ 8,143	\$ 4,481	\$ 12,841	1/1/2024	12/14/2024	CPI 1.50% - 4.50%
4	Union Sanitary District	Administrative Specialist II	\$ 9,247	\$ 7,817	\$ 7,661	\$ 4,290	\$ 12,107	3/1/2024	3/1/2024	CPI 3.25% - 4.50%
5	Central Marin Sanitation Agency	Administrative Specialist I	\$ 9,244	\$ 7,602	\$ 7,291	\$ 3,917	\$ 11,519	6/25/2023	unknown	unknown
6	Delta Diablo Sanitation District	Administrative Assistant II	\$ 7,884	\$ 6,844	\$ 7,246	\$ 4,385	\$ 11,229	7/9/2023	7/1/2024	2.00% - 5.00%
7	Truckee Sanitary District	Administrative Assistant II	\$ 7,015	\$ 7,015	\$ 7,015	\$ 3,693	\$ 10,708	12/29/2023	unknown	unknown
8	Monterey One Water	Administrative Support Specialist II (confidential)	\$ 7,819	\$ 7,000	\$ 6,615	\$ 3,259	\$ 10,259	6/25/2023	unknown	unknown
9	Napa Sanitation District	Administrative Assistant II	\$ 7,134	\$ 6,456	\$ 6,599	\$ 3,731	\$ 10,187	7/8/2023	unknown	unknown
10	South Tahoe Public Utility District	Administrative Assistant/Assistant Clerk of the Board	\$ 6,867	\$ 6,460	\$ 6,943	\$ 3,639	\$ 10,099	10/4/2023	unknown	unknown
11	Fairfield Suisun Sewer District	N/C								
12	North Tahoe Public Utility District	N/C								
13	Oro Loma Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 8,301	\$ 7,402	\$ 7,346	\$ 11,377
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Median of Comparators	\$ 7,884	\$ 7,015	\$ 7,246	\$ 11,229
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
75th Percentile	\$ 9,244	\$ 7,817	\$ 7,661	\$ 12,107
% Tahoe Truckee Sanitation Agency Above/Below	N/A	N/A	N/A	N/A
Number of Matches	9	9	9	9

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.  
N/C - Non Comparator



**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Inventory Control Specialist**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Union Sanitary District	Storekeeper I	\$ 10,802	\$ 9,131	\$ 8,950	\$ 4,443	\$ 13,574	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
2	Silicon Valley Clean Water	Materials Specialist	\$11,178	\$8,921	\$8,462	\$4,097	\$13,018	7/1/2023	7/1/2024	4.50%
3	Delta Diablo Sanitation District	Warehouse Technician I	\$ 8,963	\$ 7,781	\$ 8,238	\$ 4,589	\$ 12,370	7/9/2023	unknown	4.00%
4	Tahoe Truckee Sanitation	Inventory Control Specialist	\$ 7,142	\$ 7,142	\$ 7,142	\$ 4,476	\$ 11,618	9/20/2023	7/1/2024	3.23%
5	Monterey One Water	Storeroom Clerk	\$ 7,717	\$ 6,909	\$ 6,529	\$ 3,234	\$ 10,143	6/26/2023	unknown	unknown
6	South Tahoe Public Utility District <sup>1</sup>	Shipping and Receiving Clerk	\$ 6,768	\$ 6,367	\$ 6,843	\$ 3,623	\$ 9,990	10/4/2024	unknown	unknown
7	Central Marin Sanitation Agency	N/C								
8	Fairfield Suisun Sewer District	N/C								
9	Napa Sanitation District	N/C								
10	North Tahoe Public Utility District	N/C								
11	Oro Loma Sanitary District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 9,086	\$ 7,822	\$ 7,804	\$ 11,819
% Tahoe Truckee Sanitation Agency Above/Below	-27.2%	-9.5%	-9.3%	-1.7%
Median of Comparators	\$ 8,963	\$ 7,781	\$ 8,238	\$ 12,370
% Tahoe Truckee Sanitation Agency Above/Below	-25.5%	-8.9%	-15.3%	-6.5%
75th Percentile	\$ 10,802	\$ 8,921	\$ 8,462	\$ 13,018
% Tahoe Truckee Sanitation Agency Above/Below	-51.2%	-24.9%	-18.5%	-12.0%
Number of Matches	5	5	5	5

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Inventory Control Specialist	N/C	Warehouse Technician I	N/C	Storeroom Clerk	N/C	N/C	N/C	Materials Specialist	Shipping and Receiving Clerk	N/C	N/C	Storekeeper I
Retirement	Adjusted Cost of Labor Top Monthly Salary	\$ 7,142		\$ 7,781		\$ 6,909				\$8,921	\$ 6,367			\$ 9,131
	PEPRA	2%@62		2%@62		2%@62				2%@62	2%@62			2%@62
	Employee Cost Share					\$ -15								
	Social Security			\$ 482							\$ 395			
	Deferred Compensation			\$ 311						\$246.67				\$ 42
Insurance	Other Ret.													
	Cafeteria													
	Health	\$ 3,417		\$ 2,656		\$ 2,431				\$2,538.04	\$ 2,389			\$ 3,174
	Dental	\$ 207		\$ 211						\$192.74	\$ 154			\$ 144
	Vision			\$ 31						\$21.84	\$ 24			\$ 22
Leaves	Other Ins.	\$ 83												
	Vacation	\$ 412		\$ 479		\$ 399				\$ 515	\$ 367			\$ 527
	Holidays	\$ 357		\$ 419		\$ 419				\$ 480	\$ 294			\$ 536
Allow	Admin Leave									\$ 103				
	Auto													
Benefit Package Total		\$ 4,476	\$ 0	\$ 4,589	\$ 0	\$ 3,234	\$ 0	\$ 0	\$ 0	\$ 4,097	\$ 3,623	\$ 0	\$ 0	\$ 4,443

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Inventory Control Specialist**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Union Sanitary District	Storekeeper I	\$ 10,802	\$ 9,131	\$ 8,950	\$ 4,443	\$ 13,574	3/1/2024	3/1/2025	CPI 3.25% - 4.50%
2	Silicon Valley Clean Water	Materials Specialist	\$11,178	\$8,921	\$8,462	\$4,097	\$13,018	7/1/2023	7/1/2024	4.50%
3	Delta Diablo Sanitation District	Warehouse Technician I	\$ 8,963	\$ 7,781	\$ 8,238	\$ 4,589	\$ 12,370	7/9/2023	unknown	4.00%
4	Tahoe Truckee Sanitation	Inventory Control Specialist	\$ 7,142	\$ 7,142	\$ 7,142	\$ 4,476	\$ 11,618	9/20/2023	7/1/2024	3.23%
5	Monterey One Water	Storeroom Clerk	\$ 7,717	\$ 6,909	\$ 6,529	\$ 3,234	\$ 10,143	6/26/2023	unknown	unknown
6	South Tahoe Public Utility District <sup>1</sup>	Shipping and Receiving Clerk	\$ 6,768	\$ 6,367	\$ 6,843	\$ 3,623	\$ 9,990	10/4/2024	unknown	unknown
7	Central Marin Sanitation Agency	N/C								
8	Fairfield Suisun Sewer District	N/C								
9	Napa Sanitation District	N/C								
10	North Tahoe Public Utility District	N/C								
11	Oro Loma Sanitary District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 9,086	\$ 7,822	\$ 7,804	\$ 11,819
% Tahoe Truckee Sanitation Agency Above/Below	-27.2%	-9.5%	-9.3%	-1.7%
Median of Comparators	\$ 8,963	\$ 7,781	\$ 8,238	\$ 12,370
% Tahoe Truckee Sanitation Agency Above/Below	-25.5%	-8.9%	-15.3%	-6.5%
75th Percentile	\$ 10,802	\$ 8,921	\$ 8,462	\$ 13,018
% Tahoe Truckee Sanitation Agency Above/Below	-51.2%	-24.9%	-18.5%	-12.0%
Number of Matches	5	5	5	5

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - South Tahoe Public Utility District: Salary increase dependent on Compensation Study per MOU.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Purchasing Agent II**

Rank	Comparator Agency	Classification Title	Top Monthly Salary							
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
1	Fairfield Suisun Sewer District	Procurement Specialist	\$ 11,797	\$ 10,394	\$ 11,543	\$5,119	\$15,513	4/5/2024	unknown	unknown
2	Silicon Valley Clean Water <sup>1</sup>	[Office Assistant/ Procurement Specialist]	\$ 9,196	\$ 7,339	\$ 6,962	\$ 3,848	\$ 11,187	7/1/2023	unknown	unknown
3	North Tahoe Public Utility District	Purchasing Technician	\$ 6,861	\$ 7,051	\$ 6,867	\$ 4,287	\$ 11,338	7/9/2023	7/1/2024	2.50% - 4.00%
4	Tahoe Truckee Sanitation	Purchasing Agent II	\$ 6,496	\$ 6,496	\$ 6,496	\$ 4,407	\$ 10,903	9/20/2023	7/1/2024	3.23%
5	Central Marin Sanitation Agency	N/C								
6	Delta Diablo Sanitation District	N/C								
7	Monterey One Water	N/C								
8	Napa Sanitation District	N/C								
9	Oro Loma Sanitary District	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Number of Matches	3	3	3	3

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Purchasing Agent II	N/C	N/C	Procurement Specialist	N/C	N/C	Purchasing Technician	N/C	[Office Assistant/ Procurement Specialist]	N/C	N/C	N/C	N/C
Retirement	Adjusted Cost of Labor Top Monthly Salary	\$ 6,496			\$10,394			\$ 7,051		\$ 7,339				
	PEPRA	2%@62			2%@62			2%@62		2%@62				
	Employee Cost Share													
	Social Security				\$644			\$ 437						
	Deferred Compensation				\$266					\$ 192				
Insurance	Other Ret.													
	Cafeteria													
	Health	\$ 3,417			\$2,656			\$ 2,637		\$ 2,538				
	Dental	\$ 207			\$263			\$ 135		\$ 193				
	Vision				\$11			\$ 55		\$ 22				
Leaves	Other Ins.	\$ 83						\$ 292						
	Vacation	\$ 375			\$600			\$ 407		\$ 423				
	Holidays	\$ 325			\$560			\$ 325		\$ 395				
Allow	Admin Leave				\$120					\$ 85				
	Auto													
Benefit Package Total		\$ 4,407	\$ 0	\$ 0	\$ 5,119	\$ 0	\$ 0	\$ 4,287	\$ 0	\$ 3,848	\$ 0	\$ 0	\$ 0	\$ 0

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**

**Purchasing Agent II**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Fairfield Suisun Sewer District	Procurement Specialist	\$ 11,797	\$ 10,394	\$ 11,543	\$5,119	\$15,513	4/5/2024	unknown	unknown
2	North Tahoe Public Utility District	Purchasing Technician	\$ 6,861	\$ 7,051	\$ 6,867	\$ 4,287	\$ 11,338	7/9/2023	7/1/2024	2.50% - 4.00%
3	Silicon Valley Clean Water <sup>1</sup>	[Office Assistant/ Procurement Specialist]	\$ 9,196	\$ 7,339	\$ 6,962	\$ 3,848	\$ 11,187	7/1/2023	unknown	unknown
4	Tahoe Truckee Sanitation	Purchasing Agent II	\$ 6,496	\$ 6,496	\$ 6,496	\$ 4,407	\$ 10,903	9/20/2023	7/1/2024	3.23%
5	Central Marin Sanitation Agency	N/C								
6	Delta Diablo Sanitation District	N/C								
7	Monterey One Water	N/C								
8	Napa Sanitation District	N/C								
9	Oro Loma Sanitary District	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								
13	Union Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Median of Comparators	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
75th Percentile	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
% Tahoe Truckee Sanitation Agency Above/Below	Insuff. Data	Insuff. Data	Insuff. Data	Insuff. Data
Number of Matches	3	3	3	3

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

1 - Silicon Valley Clean Water: Span of Responsibility Match: This hybrid match represents that the duties are bridged by a higher and lower level classification at the comparator agency. The salary displayed is an average of the matches.

**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Top Monthly Salary)**  
**May 2024**

**Safety and Compliance Officer (Safety Officer)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Health and Safety Director	\$ 19,832	\$ 15,828	\$ 15,013	\$ 5,633	\$ 21,461	7/1/2023	unknown	unknown
2	Delta Diablo Sanitation District	Safety Manager	\$ 13,749	\$ 11,935	\$ 12,637	\$ 5,721	\$ 17,656	7/9/2023	7/1/2024	2.00% - 5.00%
3	Monterey One Water	Safety Officer	\$ 12,808	\$ 11,467	\$ 10,836	\$ 3,984	\$ 15,451	6/25/2023	unknown	unknown
4	Tahoe Truckee Sanitation	Safety and Compliance Officer (Safety Officer)	\$ 11,243	\$ 11,243	\$ 11,243	\$ 4,918	\$ 16,161	9/20/2023	7/1/2024	3.23%
13	Union Sanitary District	Environmental Health and Safety Specialist	\$ 12,165	\$ 10,283	\$ 10,078	\$ 5,153	\$ 15,436	9/1/2023	9/1/2024	unknown
5	Central Marin Sanitation Agency	Senior Safety Specialist	\$ 12,395	\$ 10,193	\$ 9,775	\$ 4,441	\$ 14,634	6/25/2023	unknown	unknown
6	Oro Loma Sanitary District	Safety and Special Programs Administrator	\$ 11,803	\$ 10,028	\$ 10,548	\$ 4,265	\$ 14,293	6/26/2023	6/24/2024	2.00% - 5.00%
7	Fairfield Suisun Sewer District	N/C								
8	Napa Sanitation District	N/C								
9	North Tahoe Public Utility District	N/C								
10	South Tahoe Public Utility District	N/C								
11	Tahoe City Public Utility District	N/C								
12	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 13,792	\$ 11,622	\$ 11,481	\$ 16,489
% Tahoe Truckee Sanitation Agency Above/Below	-22.7%	-3.4%	-2.1%	-2.028%
Median of Comparators	\$ 12,602	\$ 10,875	\$ 10,692	\$ 15,443
% Tahoe Truckee Sanitation Agency Above/Below	-12.1%	3.3%	4.9%	4.440%
75th Percentile	\$ 13,514	\$ 11,818	\$ 12,187	\$ 17,105
% Tahoe Truckee Sanitation Agency Above/Below	-20.2%	-5.1%	-8.4%	-5.842%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator

**Tahoe Truckee Sanitation Agency  
Benefit Detail - Adjusted Cost of Labor  
May 2024**

Agency		Tahoe Truckee Sanitation Agency	Central Marin Sanitation Agency	Delta Diablo Sanitation District	Fairfield Suisun Sewer District	Monterey One Water	Napa Sanitation District	North Tahoe Public Utility District	Oro Loma Sanitary District	Silicon Valley Clean Water	South Tahoe Public Utility District	Tahoe City Public Utility District	Truckee Sanitary District	Union Sanitary District
Benchmark/ Comparator Agency Match		Safety and Compliance Officer (Safety Officer)	Senior Safety Specialist	Safety Manager	N/C	Safety Officer	N/C	N/C	Safety and Special Programs Administrator	Health and Safety Director	N/C	N/C	N/C	Environmental Health and Safety Specialist
	Adjusted Cost of Labor Top Monthly Salary	\$ 11,243	\$ 10,193	\$ 11,935		\$ 11,467			\$ 10,028	\$ 15,828				\$10,283
Retirement	PEPRA	2%@62	2%@62	2%@62		2%@62			2%@60	2%@62				2%@62
	Employee Cost Share					\$ -24								
	Social Security			\$ 740										
	Deferred Compensation			\$ 477					\$ 95	\$ 385				\$350
	Other Ret.													
Insurance	Cafeteria								\$ 157					
	Health	\$ 3,417	\$ 2,657	\$ 2,656		\$ 2,431			\$ 2,656	\$ 2,538				\$3,174
	Dental	\$ 207	\$ 250	\$ 211					\$ 150	\$ 193				\$144
	Vision		\$ 45	\$ 31					\$ 13	\$ 22				\$22
	Other Ins.	\$ 83												
Leaves	Vacation	\$ 649	\$ 588	\$ 734		\$ 662			\$ 579	\$ 1,218				\$593
	Holidays	\$ 562	\$ 510	\$ 643		\$ 695			\$ 617	\$ 852				\$554
	Admin Leave		\$ 392	\$ 230		\$ 221				\$ 426				\$316
Allow	Auto													
Benefit Package Total		\$ 4,918	\$ 4,441	\$ 5,721	\$ 0	\$ 3,984	\$ 0	\$ 0	\$ 4,265	\$ 5,633	\$ 0	\$ 0	\$ 0	\$ 5,153



**Tahoe Truckee Sanitation Agency**  
**Market Compensation Data - Adjusted Cost of Labor (sorted by Total Compensation)**  
**May 2024**



**Safety and Compliance Officer (Safety Officer)**

Rank	Comparator Agency	Classification Title	Top Monthly Salary			Benefits Package*	Total Monthly Comp*	Salary Effective Date	Next Salary Increase	Next Percentage Increase
			Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living					
1	Silicon Valley Clean Water	Health and Safety Director	\$ 19,832	\$ 15,828	\$ 15,013	\$ 5,633	\$ 21,461	7/1/2023	unknown	unknown
2	Delta Diablo Sanitation District	Safety Manager	\$ 13,749	\$ 11,935	\$ 12,637	\$ 5,721	\$ 17,656	7/9/2023	7/1/2024	2.00% - 5.00%
3	Tahoe Truckee Sanitation	Safety and Compliance Officer (Safety Officer)	\$ 11,243	\$ 11,243	\$ 11,243	\$ 4,918	\$ 16,161	9/20/2023	7/1/2024	3.23%
4	Monterey One Water	Safety Officer	\$ 12,808	\$ 11,467	\$ 10,836	\$ 3,984	\$ 15,451	6/25/2023	unknown	unknown
5	Union Sanitary District	Environmental Health and Safety Specialist	\$ 12,165	\$ 10,283	\$ 10,078	\$ 5,153	\$ 15,436	9/1/2023	9/1/2024	unknown
6	Central Marin Sanitation Agency	Senior Safety Specialist	\$ 12,395	\$ 10,193	\$ 9,775	\$ 4,441	\$ 14,634	6/25/2023	unknown	unknown
7	Oro Loma Sanitary District	Safety and Special Programs Administrator	\$ 11,803	\$ 10,028	\$ 10,548	\$ 4,265	\$ 14,293	6/26/2023	6/24/2024	2.00% - 5.00%
8	Fairfield Suisun Sewer District	N/C								
9	Napa Sanitation District	N/C								
10	North Tahoe Public Utility District	N/C								
11	South Tahoe Public Utility District	N/C								
12	Tahoe City Public Utility District	N/C								
13	Truckee Sanitary District	N/C								

Summary Results	Unadjusted	Adjusted Cost of Labor*	Adjusted Cost of Living	Total Monthly
Average of Comparators	\$ 13,792	\$ 11,622	\$ 11,481	\$ 16,489
% Tahoe Truckee Sanitation Agency Above/Below	-22.7%	-3.4%	-2.1%	-2.0%
Median of Comparators	\$ 12,602	\$ 10,875	\$ 10,692	\$ 15,443
% Tahoe Truckee Sanitation Agency Above/Below	-12.1%	3.3%	4.9%	4.4%
75th Percentile	\$ 13,514	\$ 11,818	\$ 12,187	\$ 17,105
% Tahoe Truckee Sanitation Agency Above/Below	-20.2%	-5.1%	-8.4%	-5.8%
Number of Matches	6	6	6	6

\*Benefits and Total Compensation calculated on Adjusted Cost of Labor Top Monthly Salary.

N/C - Non Comparator



# TAHOE-TRUCKEE SANITATION AGENCY

## BOARD OF DIRECTORS MEETING

**To:** Board of Directors

**From:** Richard Pallante, General Manager

**Meeting Date:** April 16, 2025

**Item:** VI.2.

**Subject:** Discussion and Approval of Resolution No. 03-2025 Adopting Salary Schedule, Organizational Chart, Implementation Guide, Employee Benefit Changes, and Job Classification Descriptions.

---

**Background:**

On July 19, 2023, during the Agency Board of Directors meeting, the directors engaged in a discussion regarding employee benefits and compensation. This discussion led to staff direction to secure services for a Total Compensation and Classification Study. Staff requested proposals from qualified consultants and received authorization to secure the services of Gallagher Consulting (Formerly Koff & Associates) at the September 2023 Board of Directors meeting. Gallagher was retained in December of 2023 and began carrying out the scope of the study.

As part of the study updates were provided at the Board of Directors January 2024, March 2024, April 2024, May 2024, June 2024 and August 2024 Board of Director meetings. As part of the updates the Board had discussion and provided staff with feedback and direction. Additionally, staff met with the Board of Directors one on one in December 2024 and February 2025 to answer questions and receive feedback related to the study.

With the study now complete, having been accepted by the Board of Directors in previous Board action today, the next phase is discussion and staff direction for implementation. While, as part of the study, Gallagher provided some potential recommendations for implementation the General Manager, working with the Chief Financial Officer, Human Resources Administrator, and Department Managers, developed two implementation options for the Board to consider. Option 1 is the General Manager recommended implementation approach and was used to draft the attached resolution. If the Board of Directors directs staff to proceed with option 2, or a yet to be identified option, staff will modify the resolution accordingly for implementation.

Having an overall implementation goal of no staff "Y-Rated", and having Classic employees hired before April 1, 2021, pay the employee contribution for CalPERS, with no reduction in pay, the following options were developed:

- **Option 1 (GM recommended, Exhibit A):**
- Proceed with the salary schedule (Exhibit B) based on the Gallagher compensation recommendations with the General Manager made exceptions noted on the Compensation Spreadsheet.
- Proceed with a "one and done" "step to step" implementation of the recommended compensation.
- Proceed with a new CalPERS contract that adds Classic Employees hired before April 1, 2021, to those that will pay the employee contribution of 8% (Exhibit D).
- Reclassification of three positions, Information Technology Specialist II to SCADA Specialist II, Customer Service Representative to Administrative Analyst Customer Service, and Accounting Technician II (Gallagher recommended title of Payroll Specialist) to Administrative Analyst Payroll/Human Resources.
- Proceed with the attached Organizational Chart (Exhibit C) that changes the reporting structure for the Information Technology Supervisor, Information Technology Specialist I/II, SCADA Specialist I/II, CMMS/GIS, Administrative Analyst Payroll/Human Resources, Purchasing Agent I/II, and Operations Supervisor as outlined.
- Proceed with the updated and new job descriptions (Exhibit E) as outlined.
- COLA 100% up to 4% maximum based on the California CPI index, All Urban Consumers Index for February to February with Board discretion in the event the CPI exceeds 4% (Exhibit D).

- **Option 2:**

- Proceed with the salary schedule (Exhibit B) based on the Gallagher compensation recommendations with the General Manager made exceptions noted on the Compensation Spreadsheet.
- Proceed with a two-year implementation period providing 50% of the proposed compensation increase.
- Proceed with a new CalPERS contract for FY2025 that requires Classic Employees hired before April 1, 2021, to pay 50% of the employee contribution. A new contract for FY2026 would need to be executed that requires Classic Employees hired after April 1, 2021, to pay the full amount of the employee contribution.
- Reclassification of three positions, Information Technology Specialist II to SCADA Specialist II, Customer Service Representative to Administrative Analyst Customer Service, and Accounting Technician II (Gallagher recommended title of Payroll Specialist) to Administrative Analyst Payroll/Human Resources.
- Proceed with the attached Organizational Chart (Exhibit C) that changes the reporting structure for the Information Technology Supervisor, Information Technology Specialist I/II, SCADA Specialist I/II, CMMS/GIS, Administrative Analyst Payroll/Human Resources, Purchasing Agent I/II, and Operations Supervisor as outlined.
- Proceed with the updated and new job descriptions (Exhibit E) as outlined.
- COLA 100% up to 4% maximum based on the California CPI index, All Urban Consumers Index for February to February with Board discretion in the event the CPI exceeds 4% (Exhibit D).

All other employee benefits remain unchanged and are outlined in Exhibit D.

**Recommendation:**

Authorize staff to proceed with the implementation of the Total Compensation and Classification Study as outlined in Option 1 and Approval of Resolution No. 03-2025.

**Fiscal Impact:**

Approximately \$300,000 savings in employee CalPERS contributions with an addition of approximately \$1.2 million in salaries and wages.

**Review Tracking:**



Submitted By:

Richard Pallante  
General Manager

**Attachments:**

1. Resolution 03-2025 (Adopting Salary Schedule-Org Chart-Implementation-Employee Benefits-Job Descriptions)
2. Exhibit A: Implementation Guide
3. Exhibit B: Salary Schedule 2025/2026
4. Exhibit C: Organization Chart - FY25/26 - FINAL
5. Compensation Spreadsheet
6. Exhibit D: Description of TTSA Employee Benefits
7. Exhibit E: Job Classification Descriptions

## **RESOLUTION NO. 03 - 2025**

### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TAHOE-TRUCKEE SANITATION AGENCY ADOPTING SALARY SCHEDULE, ORGANIZATIONAL CHART, IMPLEMENTATION GUIDE, EMPLOYEE BENEFIT CHANGES, AND JOB CLASSIFICATION DESCRIPTIONS**

**BE IT RESOLVED** by the Board of Directors of the Tahoe-Truckee Sanitation Agency as follows:

**1. RECITALS.** This resolution is adopted with reference to the following background recitals:

a. In 2023, the Agency retained Koff & Associates, A Gallagher Company, to conduct a classification and total compensation study. Following its information collection, evaluation, and analysis, Gallagher prepared the TTSA Total Compensation Study Final Report dated March 2025. The report sets forth the classification and compensation study results and recommendations for consideration by the Agency. The Agency Board adopted the final Gallagher report at its April 16, 2025 meeting.

b. Agency staff, using data provided by Gallagher, have prepared a modified Agency employee salary schedule based on and implementing the Gallagher data and with appropriate adjustments and modifications. Agency staff also have reevaluated the employee benefits.

c. The Agency General Manager met with all Agency employees to evaluate the proposed salary schedule and consider employee benefit changes and the General Manager has received and considered input from employees. The General Manager then prepared a final Salary Schedule (attached as Exhibit B), Organizational Chart (attached as Exhibit C), Implementation Guide (attached as Exhibit A), Description of TTSA Employee Benefits (attached as Exhibit D), and all Agency job classification descriptions (Attached as Exhibit E). The General Manager recommends that the Board adopt the Salary Schedule, Organizational Chart, Implementation Guide, Description of TTSA Employee Benefits, and Job Classifications.

d. The Board desires to maintain a fair and competitive compensation and benefits structure that enables the Agency to retain and attract high-quality employees. The Board has evaluated the salary and benefit recommendations made by the General Manager and finds and determines that the recommendations are appropriate and fairly satisfy these dual objectives.

**2. ADOPTION OF SALARY SCHEDULE.** The Board adopts the Salary Schedule in the form as set forth on Exhibit B.

**3. ADOPTION OF ORGANIZATIONAL CHART.** The Board adopts the Organizational Chart in the form as set forth on Exhibit C.

**4. ADOPTION OF IMPLEMENTATION GUIDE.** The Board adopts the Implementation Guide in the form as set forth on Exhibit A.

**5. ADOPTION OF EMPLOYEE BENEFIT CHANGES.** The Board approves the employee benefits as set forth in the Description of TTSA Employee Benefits (Exhibit D). If there are any inconsistencies between Exhibit D and the Agency Employee Handbook or any other Agency resolution or policy, Exhibit D shall govern.

**6. ADOPTION OF JOB CLASSIFICATION DESCRIPTIONS.** The Board approves the job classification descriptions as set forth in the Exhibit E.

**7. IMPLEMENTATION BY GENERAL MANAGER.** The Board authorizes and directs the Agency General Manager to take appropriate action to implement the employee salary and benefit changes approved by this resolution and in a manner consistent with the Implementation Guide, applicable employee benefit plan documents, and applicable laws.

**8. EFFECTIVE DATE AND FUTURE CHANGES.** The Salary Schedule, Organizational Chart, and Implementation Guide shall take effect on June 29, 2025. The employee benefit changes shall take effect on July 01, 2025. The Salary Schedule and employee benefits are subject to change at any time as may be determined by subsequent action of the Board.

**9. EFFECTIVE DATE OF RESOLUTION.** This resolution shall take effect this day, Wednesday, April 16, 2025.

**PASSED AND ADOPTED** by the Board of Directors of the Tahoe-Truckee Sanitation Agency on this 16<sup>th</sup> day of April 2025, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

BY:

\_\_\_\_\_  
Blake Tresan, President - Board of Directors  
TAHOE-TRUCKEE SANITATION AGENCY

ATTEST:

\_\_\_\_\_  
Richard Pallante, Secretary-Board of Directors  
TAHOE-TRUCKEE SANITATION AGENCY

## **EXHIBIT A**

### **Implementation Guide**

**April 16, 2025**

The Agency's classification and compensation study was intended to achieve the following:

- All employees would be on the same pay schedule (remove Group A & B "redlined" specifications)
- Salaries would be set based on total compensation
- All employees (Classic and PEPRAs) would pay the Employee portion of CalPERS retirement
- Future class/comp studies would be completed in-house using the same comparable list

Based on data provided through the classification and total compensation study, the Agency was able to create an updated Salary Schedule and Organizational Chart. To achieve the above list of items, the Agency has created new positions and eliminated positions.

1. **Reclassification of Positions**

- a. Employees in positions that are being reclassified have been notified.
- b. On June 29, 2025, the affected employees will be moved from their current classification to the new classification. This will result in a future evaluation date that will occur on June 29 of each year.
- c. Affected employees will not serve a probationary period for the reclassified position.

2. **Step for Step Implementation**

- a. Implementation will occur on June 29, 2025.
- b. Employees will receive a step-for-step implementation within the salary plan.
- c. All Classic employees will begin paying the Employee share of CalPERS retirement, effective July 01, 2025.

3. **Pay for Performance Appraisal (Non-Base Pay Compensation)**

- a. This will sunset at the end of calendar year 2025, unless otherwise determined by the General Manager.

4. **Annual Performance Evaluations**

- a. A new template will be created with an effective date of January 01, 2026.

## EXHIBIT B

## Tahoe-Truckee Sanitation Agency

## Salary Schedule - Hourly

FY 2025-2026

Approved and Adopted by Board of Directors: April 16, 2025

Dept	Job Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Administration	Accounting Supervisor	49.6236	52.1048	54.7100	57.4455	60.3178	63.3337
	Accounting Technician I	33.4277	35.0991	36.8540	38.6967	40.6316	42.6631
	Accounting Technician II	36.8979	38.7428	40.6799	42.7139	44.8496	47.0921
	Administrative Analyst - Customer Service	43.8600	46.0530	48.3557	50.7734	53.3121	55.9777
	Administrative Analyst - Payroll and Human Resources	43.8600	46.0530	48.3557	50.7734	53.3121	55.9777
	Administrative Assistant	36.8979	38.7428	40.6799	42.7139	44.8496	47.0921
	Chief Financial Officer/Risk Manager *	89.7554	94.2432	98.9554	103.9031	109.0983	114.5532
	Purchasing Agent I	33.4277	35.0991	36.8540	38.6967	40.6316	42.6631
	Purchasing Agent II	36.8979	38.7428	40.6799	42.7139	44.8496	47.0921
	Safety and Compliance Administrator *	57.5481	60.4255	63.4468	66.6192	69.9501	73.4476
Technical Services	Assistant Engineer	57.5481	60.4255	63.4468	66.6192	69.9501	73.4476
	Associate Engineer	63.5224	66.6985	70.0334	73.5351	77.2118	81.0724
	Chemist I	39.7350	41.7218	43.8078	45.9982	48.2981	50.7131
	Chemist II	43.8600	46.0530	48.3557	50.7734	53.3121	55.9777
	Chemist III	48.4132	50.8339	53.3756	56.0444	58.8466	61.7889
	Engineering Technician	46.0804	48.3844	50.8037	53.3438	56.0110	58.8116
	Information Technology Supervisor *	70.1168	73.6227	77.3038	81.1690	85.2274	89.4888
	Information Technology Specialist I	49.6236	52.1048	54.7100	57.4455	60.3178	63.3337
	Information Technology Specialist II	54.7751	57.5139	60.3896	63.4091	66.5795	69.9085
	Laboratory Director *	70.1168	73.6227	77.3038	81.1690	85.2274	89.4888
	Laboratory Technician	33.4277	35.0991	36.8540	38.6967	40.6316	42.6631
	Senior Engineer *	73.6665	77.3498	81.2173	85.2782	89.5421	94.0192
	Technical Services Manager *	89.7554	94.2432	98.9554	103.9031	109.0983	114.5532
Maintenance	CMMS/GIS Technician	49.6236	52.1048	54.7100	57.4455	60.3178	63.3337
	Electrical and Instrumentation Supervisor	66.7382	70.0751	73.5789	77.2578	81.1207	85.1767
	Electrical and Instrumentation Technician I	41.7466	43.8339	46.0256	48.3269	50.7432	53.2804
	Electrical and Instrumentation Technician II	46.0804	48.3844	50.8037	53.3438	56.0110	58.8116
	Electrical and Instrumentation Technician III	50.8642	53.4074	56.0777	58.8816	61.8257	64.9170
	Inventory Control Specialist	39.7350	41.7218	43.8078	45.9982	48.2981	50.7131
	Maintenance Department Manager *	83.3469	87.5142	91.8899	96.4844	101.3086	106.3741
	Maintenance Mechanic I	36.8979	38.7428	40.6799	42.7139	44.8496	47.0921
	Maintenance Mechanic II	40.7284	42.7648	44.9030	47.1482	49.5056	51.9809
	Maintenance Mechanic III	44.9565	47.2043	49.5646	52.0428	54.6449	57.3772
	Maintenance Supervisor	66.7382	70.0751	73.5789	77.2578	81.1207	85.1767
	SCADA Specialist I	52.1358	54.7426	57.4797	60.3537	63.3714	66.5399
	SCADA Specialist II	57.5481	60.4255	63.4468	66.6192	69.9501	73.4476
Operations	Chief Plant Operator *	73.6665	77.3498	81.2173	85.2782	89.5421	94.0192
	Operations Department Manager *	83.3469	87.5142	91.8899	96.4844	101.3086	106.3741
	Operations Supervisor	66.7382	70.0751	73.5789	77.2578	81.1207	85.1767
	Operator I	40.7284	42.7648	44.9030	47.1482	49.5056	51.9809
	Operator II	44.9565	47.2043	49.5646	52.0428	54.6449	57.3772
	Operator III	49.6236	52.1048	54.7100	57.4455	60.3178	63.3337
	Operator in Training	36.8979	38.7428	40.6799	42.7139	44.8496	47.0921
	Senior Operator	54.7751	57.5139	60.3896	63.4091	66.5795	69.9085
GM	Executive Assistant/Board Clerk	53.4392	56.1111	58.9167	61.8625	64.9556	68.2034
	General Manager *	117.7669	123.6553	129.8380	136.3299	143.1464	150.3038
	Human Resources Administrator *	70.1168	73.6227	77.3038	81.1690	85.2274	89.4888

\* = FLSA Exempt

Reason for Update: Class/Comp Finalization, Reorganization

Effective Date: 06/29/25

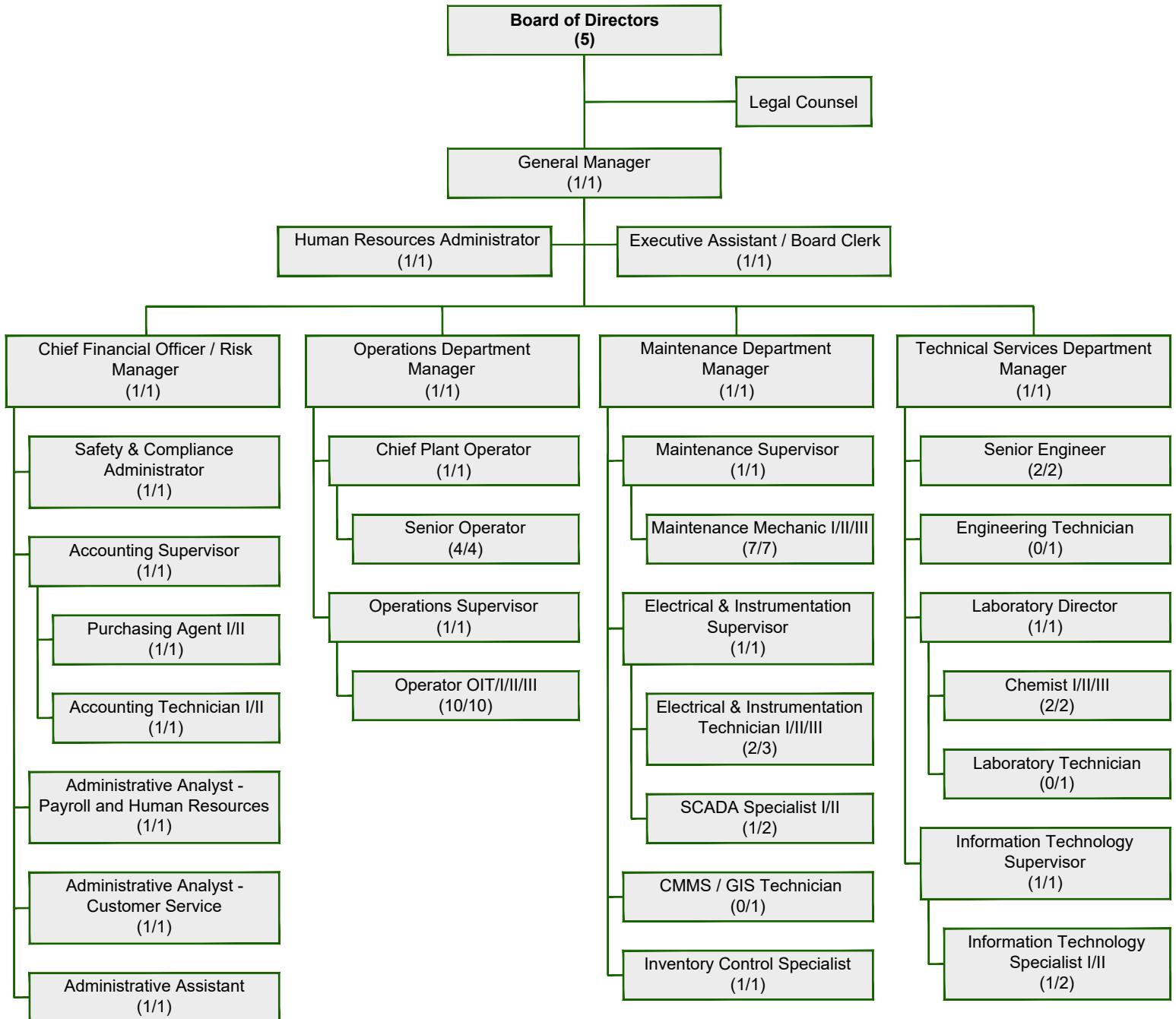
Approval Signature: \_\_\_\_\_

Revision Date (if any): \_\_\_\_\_



# TAHOE-TRUCKEE SANITATION AGENCY ORGANIZATIONAL CHART

Approved and Adopted by Board of Directors: 04/16/2025



Note: (#) identifies quantity of Full-Time Equivalent (FTE) positions approved per classification

Effective Date: 06/29/2025

Approval Signature: \_\_\_\_\_



Tahoe-Truckee Sanitation Agency  
Proposed Salary Plan  
March 2025

DRAFT

Class Title	Current Maximum Monthly Salary	% from Top Monthly Median	Market Placement	Proposed Salary Range	Proposed Maximum Monthly Salary	Percent Difference	GM Recommendation	Study Benchmark	Rationale	LAC Comments
General Manager	\$22,306.97	-16.3%	\$25,943	65	\$26,053	16.79%		x	Market and range placement.	
Chief Financial Officer/Risk Manager (Finance and Administrative Department Manager)	\$17,005.73	-16.4%	\$19,795	54	\$19,856	16.76%		x	Internal alignment. Align with Technical Services Department Manager.	Current salary was updated, original study was on Mgr level not CFO; logic: GM%
Maintenance Department Manager	\$15,811.74	-21.7%	\$19,243	54	\$19,856	25.58%	51	x	Internal alignment. Align with Operations Department Manager.	logic: GM %
Operations Department Manager	\$15,811.74	-25.0%	\$19,765	54	\$19,856	25.58%	51	x	Internal alignment. Align with Technical Services Department Manager.	logic: GM %
Operations Manager/Chief Plant Operator (new)	TBD			54	\$19,856				Internal alignment. Align with Operations Department Manager.	not being used, delete
Technical Services Department Manager	\$15,811.74	-22.9%	\$19,433	54	\$19,856	25.58%		x	Market and range placement.	align w CFO
Chief Plant Operator	\$13,147.37	-22.7%	\$16,132	46	\$16,297	23.95%		x	Market and range placement.	
Senior Engineer	\$14,526.53	-4.0%	\$15,108	46	\$16,297	12.19%		x	Internal alignment. 15% above Associate Engineer.	
Human Resources Administrator	\$13,412.67	-13.3%	\$15,197	44	\$15,511	15.65%		x	Market and range placement.	
Information Technology Supervisor	\$13,147.37	-16.0%	\$15,251	44	\$15,511	17.98%		x	Market and range placement.	
Laboratory Director	\$13,147.37	-16.8%	\$15,356	44	\$15,511	17.98%		x	Market and range placement.	
Maintenance Supervisor	\$13,147.37	-15.3%	\$15,159	42	\$14,764	12.30%		x	Internal alignment. Align with Operations Supervisor.	
Operations Supervisor	\$11,606.15	-25.6%	\$14,577	42	\$14,764	27.21%		x	Market and range placement.	
Associate Engineer	\$11,320.20	-21.3%	\$13,731	40	\$14,053	24.14%		x	Market and range placement.	
Electrical and Instrumentation Supervisor	\$13,147.37	2.7%	\$12,792	39	\$13,710	4.28%	42	x	Internal alignment. 20% above Electrical and Instrumentation Technician III.	SCADA addition, all Maint Sup's same classification
Assistant Engineer	\$11,319.24		\$11,319	36	\$12,731	12.47%			Internal alignment. 10% below Associate Engineer.	
Safety and Compliance Officer (Safety Officer)	\$11,606.15	-7.5%	\$12,477	36	\$12,731	9.69%		x	Market and range placement.	
SCADA Specialist II (new class)				36	\$12,731			x	Internal alignment. 5% above Information Technology Specialist II.	
Information Technology Specialist II (Information Technology Specialist)	\$11,041.48	Insuff. Data	Insuff. Data	34	\$12,117	9.75%		x	Internal alignment. 25% below Information Technology Supervisor.	
Senior Operator (Operations Shift Supervisor)	\$9,993.36			34	\$12,117	21.26%		x	Internal alignment. 10% above Operator III.	
Administrative Analyst II (new)	TBD			33	\$11,822				Internal alignment. Align with Executive Assistant/Board Clerk.	not using this specific classification, delete
Executive Assistant/Board Clerk	\$9,602.45	-20.4%	\$11,561	33	\$11,822	23.11%		x	Market and range placement.	
SCADA Specialist I (new class)				32	\$11,534				Internal alignment. 10% below SCADA Specialist II.	
Electrical and Instrumentation Technician III	\$10,769.99	-3.5%	\$11,147	31	\$11,252	4.48%		x	Market and range placement.	
Information Technology Specialist I (new)	TBD			30	\$10,978				Internal alignment. 10% below Information Technology Specialist I.	
Operator III	\$8,604.22	-23.0%	\$10,583	30	\$10,978	27.59%		x	Internal alignment. 10% above Operator II.	
Accountant (Accounting Supervisor)	\$8,186.14	-45.5%	\$11,911	29	\$10,710	30.83%	30	x	Internal alignment. 30% above Purchasing Agent.	using 30 as stated in original c&c analysis, this was based on changes to the classification the Agency is not making.
Administrative Analyst I (new)	TBD			29	\$10,710				Internal alignment. 10% below Administrative Analyst II.	not using this specific classification, delete
Chemist III	\$8,821.00	-20.6%	\$10,638	29	\$10,710	21.42%		x	Market and range placement.	
Electrical and Instrumentation Technician II	\$9,746.43		\$9,746	27	\$10,194	4.59%			Internal alignment. 10% below Electrical and Instrumentation Technician III.	
Engineering Technician (new)	TBD			27	\$10,194				Internal alignment. 20% below Assistant Engineer.	
Maintenance Mechanic III	\$8,604.22	-14.1%	\$9,817	26	\$9,945	15.59%		x	Market and range placement.	
Operator II	\$7,787.67	-26.9%	\$9,883	26	\$9,945	27.71%		x	Market and range placement.	
Chemist II	\$7,983.94			25	\$9,703	21.53%			Internal alignment. 10% below Chemist III.	
Administrative Analyst- Payroll & Human Resources				25	\$9,703					new classification
Administrative Analyst- Customer Service				25	\$9,703					new classification
Electrical and Instrumentation Technician I	\$8,821.34		\$8,821	23	\$9,235	4.69%			Internal alignment. 10% below Electrical and Instrumentation Technician II.	
Maintenance Mechanic II	\$7,787.12			22	\$9,010	15.70%			Internal alignment. 10% below Maintenance Mechanic III.	
Operator I	\$7,048.13			22	\$9,010	27.84%			Internal alignment. 10% below Operator II.	
Chemist I	\$7,227.06			21	\$8,790	21.63%			Internal alignment. 10% below Chemist II.	
Inventory Control Specialist	\$7,372.69	-18.9%	\$8,766	21	\$8,790	19.23%		x	Market and range placement.	
Administrative Assistant (new)	TBD		\$7,884	18	\$8,163			x	Market and range placement.	
Maintenance Mechanic I	\$7,048.13			18	\$8,163	15.81%			Internal alignment. 10% below Maintenance Mechanic II.	
Operator In Training	\$6,378.92			18	\$8,163	27.96%			Internal alignment. 10% below Operator I.	
Payroll and Human Resources Specialist (Accounting Technician II)	\$6,706.37			18	\$8,163	21.71%			Internal alignment. Align with Administrative Assistant.	Will be ATII position (Kayle will be in this position based on her recent promotion); not keeping PY at this level
Purchasing Agent II	\$6,705.82	Insuff. Data	Insuff. Data	18	\$8,163	21.72%		x	Internal alignment. Align with Administrative Assistant.	
Customer Service Specialist II	\$6,705.82	-9.6%	\$7,350	14	\$7,395	10.28%		x	Market and range placement.	
Laboratory Technician (new)	TBD		\$7,072	14	\$7,395			x	Market and range placement.	
Purchasing Agent I	\$6,069.38			14	\$7,395	21.84%			Internal alignment. 10% below Purchasing Agent II.	
Accounting Assistant II (Accounting Technician I)	\$6,069.92	-17.3%	\$7,120	13	\$7,215	18.86%	14	x	Market and range placement.	Want to keep AT title, align with PAI/PAII
Customer Service Specialist I	\$6,069.38			10	\$6,699	10.38%			Internal alignment. 10% below Customer Service Specialist II.	
Accounting Assistant I (new)	TBD			9	\$6,536				Internal alignment. 10% below Accounting Assistant II.	not using , want to stay with AT title, this is not needed?

## Legend for columns:

Column 1 - Classification Title.

Column 2 - TTSA's current monthly maximum salaries.

Column 3 - Percent difference between TTSA's current maximum monthly salaries and the desired market position.

Column 4 - Monthly market values derived from the total compensation survey results.

Column 5 - Salary range number of the consultant's newly proposed salary range schedule.

Column 6 - Monthly maximum salary of the consultant's newly proposed salary ranges.

Column 7 - Percent difference between TTSA's current salaries and the consultant's proposed salaries.

Column 8 - Indicates study benchmark classifications.

Column 9 - Rationale for consultant's proposed maximum monthly salary recommendation (i.e., the proposed range placement within the newly proposed salary range schedule).

## **EXHIBIT D**

### **Description of TTSA Employee Benefits**

**April 16, 2025**

#### **1. Health Care Benefit**

- a. Agency shall provide health care benefits for all of its regular and introductory employees and their eligible dependents in accordance with the terms of the Public Employees' Medical & Hospital Care Act and CalPERS regulations and the applicable CalPERS health program coverage and plan documents.
- b. The health care benefit plan shall be the PERS Platinum plan and will include tier-levels of "Single", "2-Party", or "Family" plan options. At the employee's choice, he/she may choose from other available benefit plans offered to the Agency by CalPERS (i.e., PERS Platinum, PERS Gold, other plans available within the employee's zip code).
- c. Agency shall pay 100% of the health care benefit plan premium.
- d. Regular and introductory employees may decline the PERS Platinum benefit plan and choose PERS Gold or other plans available within the employee's zip code as offered by CalPERS health program. If there is a savings in the premium cost associated in the health benefit plan, the Agency shall contribute a sum to the employee's Agency Health Reimbursement Arrangement Plan (HRA) at the pay date of the first full pay period in the calendar year, and equal to a defined amount, based on the chosen plan and tier level. The employee must register their health benefit plan in the zip code of their current physical residence to be eligible for the defined amount contribution, except for employees residing in Nevada that elect PERS Gold as they may register their health benefit plan in the Agency zip code. For each tier-level, the defined amounts are: Single = \$1,000, 2-Party = \$2,000, or Family = \$3,000. Introductory employees choosing this option will receive a pro-rated contribution based on their benefits eligibility date.
- e. For regular and introductory employees who enroll in the Agency health care benefit plan as the primary member, the Agency shall contribute a monetary contribution equal to the current plan deductible (i.e. \$500/year for "Single" plan and \$1,000/year for "2-Party", or "Family" for PERS Platinum; or \$1,000/year for "Single" plan and \$2,000/year for "2-Party", or "Family" for PERS Gold or plan and tier deductible amount for other plans available within the employee's zip code) to the employee's HRA account. Introductory employees will receive a pro-rated contribution based on their benefits eligibility date.

#### **2. Retiree Health Care Benefit**

- a. Agency shall provide health care benefits for retired employees (that meet the eligibility requirements set forth by CalPERS) and their eligible dependents in accordance with the terms of the Public Employees' Medical & Hospital Care Act and CalPERS regulations and the applicable CalPERS health program coverage and plan documents.

- b. The retiree health care benefit plan options shall be the CalPERS “Single”, “2-Party”, or “Family.”
- c. For employees hired prior to August 1, 2021, the Agency shall pay the health care benefit plan premium that CalPERS requires to be paid, per the contract on file with CalPERS.
- d. For employees hired on or after August 1, 2021, the Agency shall pay the health care benefit premium subject to the vesting schedule, including the enrollment of family members, in health benefits plan up to a maximum of the amounts prescribed by Government Code Section 22893, plus administrative fees and Public Employees’ Contingency Reserve Fund assessments. Additionally, the percentage of the Agency’s contribution for post-retirement health benefits for each employee shall be based on the employee’s completed years of credited service based upon the table in Government Code Section 22893, plus administrative fees and Public Employees’ Contingency Reserve Fund assessments.

3. Dental Care Benefit

- a. Agency shall provide dental care benefits for all of its regular and introductory employees and their eligible dependents in accordance with the terms of the dental policy and coverage documents.
- b. The dental care benefit plan shall include plan options such as “Employee”, “Employee & Spouse”, or “Employee & Child(ren)” or “Family”.
- c. Agency shall pay 100% of the dental care benefit plan premium.

4. Vision Benefit

- a. Agency shall provide a vision benefit reimbursement up to \$400 per calendar year (January 1 – December 31) for each of the regular and introductory employees and their eligible dependents.
- b. The reimbursement shall be made through the employee’s HRA account.

5. State Disability Insurance (SDI) Reimbursement

- a. State Disability Insurance (SDI) is paid by all employees (per pay period) and is based on a percentage of their salary. The Agency shall provide a reimbursement to regular and introductory employees equal to the SDI withholding during each pay period.
- b. The reimbursement shall be deposited into the employee’s HRA account.

6. Short Term Disability Insurance

- a. Agency shall provide short term disability benefits for all of its regular and introductory employees in accordance with the terms of the short term disability policy and coverage documents.
- b. Agency shall pay 100% of the short term disability benefit plan premium.

7. Long Term Disability Insurance

- a. Agency shall provide long term disability benefits for all of its regular and introductory employees in accordance with the terms of the long term disability policy and coverage documents.
- b. Agency shall pay 100% of the long term disability benefit plan premium.

8. Health Reimbursement Arrangement (HRA)

- a. Agency shall maintain an HRA account, which will be able to receive contributions from the employer and allow withdrawals from the employee, for all of its regular and introductory employees in accordance with the terms of the HRA plan document.
- b. Agency shall maintain an HRA account, which will be able to allow withdrawals, for all of its separated employees. Once a former employee's HRA funds are depleted or meet account closure criteria, the Agency plan administrator will close the former employee's account.
- c. Agency shall contribute a monetary single lump sum contribution according to "Health Care Benefit, sections D and E" to regular and introductory employees if the employee enrolls in the Agency health care benefit. The contribution will be made at the pay date of the first full pay period in the calendar year. Introductory employees will receive a pro-rated contribution based on their benefits eligibility date.
- d. The HRA accounts will be administered through a third-party consultant retained by the Agency.

9. Cafeteria Plan

- a. Agency shall provide and administer a pre-tax flexible spending medical and dependent care plan to which regular and introductory employees can provide contributions for medical and dependent care.

10. Employee Assistance Program (EAP)

- a. Agency shall provide and administer an employee assistance program of which regular and introductory employees can utilize.

11. Pension Contribution

- a. The Agency shall participate in the CalPERS retirement program in accordance with the Public Employees' Retirement Law, CalPERS regulations, and the CalPERS/Agency agreement.
- b. The Agency shall pay 100% of the Employer required pension contribution for "Classic" employees (as defined and determined by CalPERS; see 2 California Code of Regulations § 579.1).
- c. The Agency shall pay 100% of the Employer required contribution for post-Jan. 1, 2013 "New Member" employees, as defined and determined by CalPERS.

12. Life Insurance

- a. The Agency shall provide life insurance coverage for all of its regular and introductory employees in the amount of \$200,000 per employee.

13. Cost-of-Living-Adjustment (COLA)

- a. The COLA will be applied at the beginning of the fiscal year (first full pay period in July).
- b. The COLA shall be determined per the California CPI index, All Urban Consumers Index, beginning and ending in February of the corresponding year according to the following scale:
  - i. 100% of the first 4% of the CPI;
  - ii. Over 4% will be determined by the Board of Directors;
- c. The COLA minimum shall be 0%.

TAHOE-TRUCKEE SANITATION AGENCY  
Class Specification

**Job Title: Accounting Supervisor**

**Department: Administrative Services**

**FLSA Status: NON EXEMPT**

**Revised as of: 07/2025**

**DEFINITION**

Under general direction, plans, schedules, assigns, reviews, and supervises the work of staff performing technical and clerical accounting duties within the Administrative Services Department; performs complex professional accounting work, including auditing, analyzing, and reconciling various accounts, preparing financial and statistical reports, assisting in budget preparation, preparing year-end reports and schedules, and developing financial analysis and reporting and internal control practices; provides complex staff assistance to management staff in areas of expertise; and performs related duties as assigned.

**DISTINGUISHING CHARACTERISTICS**

This is a supervisory level classification that exercises independent judgment on diverse and specialized accounting functions with significant accountability and ongoing decision-making responsibilities associated with the work. Incumbents are responsible for planning, organizing, supervising, reviewing, and evaluating the work of assigned staff and providing support to assigned management staff in a variety of areas. This class is distinguished from the Chief Financial Officer in that the latter has full management authority in planning, organizing, and directing the full scope of programs and services within the department.

**SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives general direction from, the Chief Financial Officer. Exercises direct supervision over technical and clerical personnel.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class are not intended to be an inclusive list.*

- Plans, schedules, assigns, reviews, supervises, and participates in the work of staff providing support to the Agency's accounting programs and functions in the Administrative Services Department; trains staff in work procedures; evaluates employee performance, counsels employees, and effectively recommends initial disciplinary action; assists in selection and promotion.
- Participates in the development of goals, objectives, policies, and procedures for assigned services and programs; recommends and implements policies and procedures including standard operating procedures for assigned operations.
- Monitors activities of the work unit; identifies opportunities for improving service delivery

### **JOB TITLE: Accounting Supervisor**

and procedures; provides recommendations concerning process changes; reviews with appropriate management staff; implements improvements.

- Coordinates assigned services and operations with those of other divisions and outside agencies.
- Participates in annual budget preparation; identifies resource needs; prepares detailed cost estimates with appropriate justifications; monitors expenditures.
- Develops, revises, and maintains general ledger structure; performs general ledger analysis; prepares journal entries and reconciles general ledger and subsidiary accounts related to postings from payroll, accounts payable, cash receipts, fixed assets, and accounts receivable; reviews and processes appropriation transfer requests between accounts; reconciles financial statements to the general ledger; processes month-end and year-end closing.
- Monitors and coordinates the preparation, balancing, and reconciliation of various accounting records; prepares or directs the preparation of records and reports for submission to various regulatory and other governmental agencies; oversees, reviews, and prepares a variety of journal entries, including accounts receivable aging analyses, audits, and post cash receipt transactions.
- Prepares and analyzes complex financial reports and statements; notifies departments regarding discrepancies; monitors cash balances in all funds; recommends adjustments as appropriate.
- Reviews accounting and financial documents to ensure accuracy of information and calculations and make correcting entries as needed.
- Prepare monthly, quarterly and year-end financial reports for inclusion into the Finance and Board Meeting packets.
- Under direct supervision of CFO, reviews, analyzes and processes the investment of Agency funds.
- Acts as a liaison to external auditors; coordinates the preparation of external audit materials and assists auditors in the review of financial operations; responds to and resolves questions and requests for information from the auditor.
- Assists and reviews the work of payroll processes.
- Maintains files, databases, and records related to financial and accounting transactions; prepares a variety of written reports, memoranda, and correspondence.
- Ensures staff observe and comply with all Agency and mandated safety rules, regulations, and protocols.
- Represents the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.
- Builds and maintains positive working relationships with co-workers, other Agency employees and the public using principles of good customer service.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

## **JOB TITLE: Accounting Supervisor**

### **QUALIFICATIONS**

#### **Knowledge of:**

- Principles and practices of employee supervision, including work planning, assignment, review and evaluation, discipline, and the training of staff in work procedures.
- Principles and practices of leadership.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- General principles and practices of public agency accounting and finance, including general and governmental accounting, auditing, and reporting functions.
- Principles and practices of budget development, administration, Generally Accepted Accounting Principles (GAAP), and accountability.
- Principles and practices of preparing financial statements and reports.
- Applicable federal, state, and local laws, codes, and regulations as well as industry standards and best practices pertinent to the assigned area of responsibility.
- Business mathematics.
- Recordkeeping and retention principles, policies, and procedures.
- Agency and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively interacting with the public, member districts, vendors, contractors, and Agency staff.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.

#### **Ability to:**

- Select and supervise staff, provide training and development opportunities, ensure work is performed effectively, and evaluate performance in an objective and positive manner.
- Assist in developing and implementing goals, objectives, practices, policies, procedures, and work standards.
- Identify problems, research and analyze relevant information, and develop and present recommendations and justification for solutions.
- Plan, organize, administer, coordinate, review, evaluate, and personally participate in comprehensive public agency accounting functions.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Prepare clear, complete, accurate, and concise financial statements and reports.
- Maintain general ledger accounts, perform general ledger analysis, and prepare journal entries.



## **JOB TITLE: Accounting Supervisor**

- Collect, analyze, and interpret accounting information and data.
- Make accurate arithmetic, financial, and statistical computations.
- Maintain accurate records and files of work performed.
- Understand and carry out oral and written instructions, and prioritize workload to meet deadlines.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Utilize appropriate safety procedures and practices for assigned duties.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.
- Represent the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

### **Experience:**

Four (4) years of increasingly responsible professional accounting experience, including one (1) year in a lead or supervisory capacity.

### **Education:**

Equivalent to a bachelor's degree from an accredited college or university with major coursework in accounting, financial, business or public administration, or a related field. Additional experience may substitute for the required education. Equivalence would typically be two years of additional experience for one year of education.

## **SPECIAL QUALIFICATIONS**

### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

## **PHYSICAL REQUIREMENTS**

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or

**JOB TITLE: Accounting Supervisor**

calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 20 pounds.

**WORKING/ENVIRONMENTAL CONDITIONS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing divisional policies and procedures.

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**TAHOE-TRUCKEE SANITATION AGENCY**

**Class Specification**

**Agency Job Title: Accounting Technician I/II**

**Department: Administrative Services**

**FLSA Status: NON EXEMPT**

**Revised as of: 07/2025**

**DEFINITION**

Under immediate (Accounting Technician I) or general (Accounting Technician II) supervision, performs a variety of clerical and customer service duties in the preparation, maintenance, verification, and processing of accounting records and financial transactions, including accounts payable, accounts receivable, and cash handling; maintains manual and computerized accounting and financial records; verifies, posts, and records a variety of financial transactions; and performs related duties as assigned.

**DISTINGUISHING CHARACTERISTICS**

Accounting Technician I: This is the entry-level class in the Accounting Technician series. Initially under close supervision, incumbents learn and perform routine clerical accounting duties while learning Agency policies and procedures. As experience is gained, assignments become more varied, complex, and difficult; close supervision and frequent review of work lessen as an incumbent demonstrates skill to perform the work independently. Positions at this level usually perform most of the duties required of the positions at the Accounting Technician II-level but are not expected to function at the same skill level and usually exercise less independent discretion and judgment in matters related to work procedures and methods. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise.

Accounting Technician II: This is the journey-level classification in the Accounting Technician series. Positions at this level are distinguished from the Accounting Technician I-level by the performance of the full range of duties as assigned, working independently, and exercising judgement and initiative. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit.

Positions in the Accounting Technician class series are flexibly staffed; positions at the II-level are normally filled by advancement from the I-level; progression to the II-level is dependent on (i) management affirmation that the position is performing the full range of duties assigned to the classification; (ii) satisfactory work performance; (iii) the incumbent meeting the minimum qualifications for the classification including any licenses and certifications; and (iv) management approval for progression to the II-level.

**SUPERVISION RECEIVED AND EXERCISED**

Accounting Technician I

## **JOB TITLE: Accounting Technician**

Reports directly to, and receives immediate supervision from, the Accounting Supervisor. Exercises no direct supervision over staff.

### Accounting Technician II

Reports directly to, and receives general supervision from, the Accounting Supervisor. Exercises no direct supervision over staff.

**EXAMPLES OF DUTIES (for Accounting Technician I and II):** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

*Positions at the I level may perform some of these duties and responsibilities in a learning capacity.*

- Performs a variety of clerical accounting and customer service duties related to accounts payable, accounts receivable, and/or cash handling, including posting, balancing, adjusting, and maintaining manual and computerized account and financial records, according to established policies and procedures.
- Processes and maintains accounting and financial transactions in compliance with all applicable policies, procedures, rules, and regulations.
- Assists customers, departments, and employees by providing answers and information regarding specific account information, discrepancies, general accounting procedures, and/or department specific issues and problems; researches issues regarding specific transactions; and updates related files and departments on action items.
- Verifies, posts and records a variety of financial transactions; prepares and maintains databases, and records; generates reports and summaries from the automated fiscal management system.
- Enters and retrieves information and data using standard word processing and spreadsheet software, as well as accounting, financial, and other related electronic information systems.
- Prepares documentation for payment; confers with vendors as necessary; enters and verifies data into the automated accounts payable system to produce payment; may prepare manual checks; prepares payments for mailing and files copies with backup.
- Audits, verifies, codes, and batches accounts payable transactions; matches purchase orders, packing slips, and invoices; researches discrepancies; prepares payment requests.
- Reviews, collects, processes, and balances various cash receipts and payments by counting, verifying and reconciling cash and check payments and related receipts; prepares and verifies bank deposits and maintains cash balance worksheets.
- Sets up new vendor accounts; obtains necessary information and paperwork from vendors; prepares vendor invoice tracking; inputs vendor invoices and prints checks; totals and balances accounts.
- Processes manual checks and payments, performs backups, and balances and maintains records, processes ACH payments, files and ledgers for a variety of transactions and accounting needs.

## **JOB TITLE: Accounting Technician**

- Reviews source documents for accuracy, receipt of necessary information, and compliance with rules, regulations, and procedures; determines proper handling for compliance.
- Receives vendor inquiries via telephone, fax, or mail; resolves any issues, problems, or requests using established procedures.
- Assists with expense allocations, and budget preparation, as assigned.
- Performs general clerical duties, which may include preparing routine correspondence and/or mailings; maintaining office supplies; filing and/or performing other related activities.
- Observes and complies with all Agency and mandated safety rules, regulations, and protocols.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

### **QUALIFICATIONS**

*Positions at the I-level may exercise some of these knowledge and abilities statements in a learning capacity.*

#### **Knowledge of:**

- Terminology and practices of fiscal and accounting document processing and recordkeeping, including accounts receivable, accounts payable, and cash handling.
- Methods and techniques of preparing and maintaining records of financial transactions.
- Agency policies and procedures with respect to receiving and/or processing monetary transactions.
- Applicable federal, state, and local laws, codes, and regulations as well as industry standards and best practices pertinent to the assigned area of responsibility.
- Methods and techniques of researching and resolving transactional discrepancies.
- Basic methods and procedures of accounting, bookkeeping, records management, office functions and cash handling.
- Cash handling procedures.
- Basic arithmetic for accurate calculations and tabulations.
- Agency and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively interacting with the public, member districts, vendors, contractors, and Agency staff.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.

#### **Ability to:**

- Perform detailed accounting and financial office support work accurately and in a timely manner.
- Understand and comply with Agency financial transaction standards, policies, and procedures.

## **JOB TITLE: Accounting Technician**

- Make accurate arithmetic and financial computations.
- Enter and retrieve data from a computer with sufficient speed and accuracy to perform assigned work.
- Respond to and effectively prioritize multiple phone calls and other requests for service.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.
- Understand and follow oral and written instructions.
- Use initiative, tact, prudence, and judgement within policy and procedural guidelines.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Utilize appropriate safety procedures and practices for assigned duties.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.
- Represent the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

#### **Accounting Technician I**

##### **Experience:**

One (1) year of experience providing clerical support to an accounting or financial program.

##### **Education:**

Equivalent to completion of twelfth (12<sup>th</sup>) grade.

#### **Accounting Technician II**

##### **Experience:**

Three (3) years of increasingly responsible clerical accounting experience.

##### **Education:**

Equivalent to completion of twelfth (12<sup>th</sup>) grade.

##### **License and Certificate:**

None.

### **PHYSICAL REQUIREMENTS**

### **JOB TITLE: Accounting Technician**

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 20 pounds.

#### **WORKING/ENVIRONMENTAL CONDITIONS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing divisional policies and procedures.

## TAHOE-TRUCKEE SANITATION AGENCY

### Class Specification

#### **Agency Job Title: Administrative Analyst - Customer Service**

**Department: Administrative Services**

**FLSA Status: NON-EXEMPT**

**Revised as of: 07/2025**

#### **DEFINITION**

Under direction, performs a variety of complex professional analytical, administrative, and technical duties in support of assigned Agency operations, programs, projects, and activities, including financial, statistical, and programmatic functions; researches and analyzes programmatic practices and procedures and makes recommendations for organizational, operational, policy, and procedural improvements; conducts needs analyses, feasibility studies, and evaluations for assigned projects and programs; provides technical and responsible assistance to management staff; performs complex customer service, account processing, plan review, and recordkeeping functions in support Agency customer and member districts; maintains frequent contact with the public and member districts providing support for a variety of billing and sewer service inquiries; opens, closes, maintains, and reconciles customer files and accounts; processes payments and logs account activity; performs plan review, assesses connection fees, and issues permits; conducts commercial inspections to determine or reassess connection fees; and performs related duties as assigned.

#### **DISTINGUISHING CHARACTERISTICS**

This journey-level classification is responsible for independently performing professional analytical as well as office and field customer service duties in support of assigned Agency administrative and/or operational functions. Positions at this level exercise judgement and initiative in their assigned tasks, receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit.

#### **SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives general supervision from the Chief Financial Officer/Risk Manager. Exercises no direct supervision over staff.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Collects, researches, compiles, analyzes, and evaluates information from various sources on a variety of specialized topics related to Agency and/or departmental activities.
- Plans, oversees, and administers department-specific programs and projects in such areas as budget and financial analysis and reporting, grants administration, contract administration, compliance monitoring, management analysis, human resources, public information, safety and risk management, training and development, legislative and policy analysis, and program evaluation.



**JOB TITLE: Administrative Analyst - Customer Service**

- Participates in the development and administration of the Agency, departmental, program, and/or project budgets; including gathering and analyzing revenue and expense data and information; investigates and evaluates the need for changes in budgetary allocations for current or future budget years; assists in developing budgetary recommendations including forecasts of funding needed for staffing, equipment, materials, vehicles, and supplies; prepares justification for changes, new services, or additional costs; organizes budget worksheets for management review and approval; reviews completed budget documents for accuracy.
- Provides project support in various capacities including but not limited to monitoring program/project progress, funding, and budgets; monitoring and ensuring contractor/labor compliance, environmental compliance, review, and clearance, and conducting various audits.
- Participates in the development and implementation of goals, objectives, policies, procedures, work standards, new or revised programs, systems, methods of operation, and administrative control systems for assigned projects and programs.
- Participates in authoring sections of administrative, management, operational, staff, legal, regulatory, and financial reports including the preparation of data analysis, conclusions, recommendations, and/or forecasts for management and Board consideration; implements approved actions.
- Develops consultant requests for proposals for professional services and administers the advertising and bid processes; develops general evaluation criteria, evaluates proposals, and recommends project award; prepares and negotiates contracts and agreements and administers same after award; oversees compliance with contracts and federal, state, and local rules and regulations.
- Serves as a liaison to employees, public, and private organizations, member agencies, community groups, and other organizations; provides information and assistance to the public and member agencies regarding assigned programs and services; receives and responds to complaints and questions relating to assigned area of responsibility; reviews problems and recommends corrective actions.
- Participates in the development and implementation of new or revised programs, systems, procedures, and methods of operation; develops and implements program strategies and guidelines; monitors program performance and compliance; compiles and analyzes data and program metrics, and makes recommendations to improve programs and service delivery.
- Conducts a variety of analytical and operational studies regarding Agency and/or departmental activities, including complex regulatory, operational, or administrative issues or questions; coordinates activities across departmental and functional lines; identifies and evaluates alternatives, makes and justifies recommendations, and assists with the implementation of procedural, administrative, and/or operational changes after approval.
- Maintains customer data and records by setting up new accounts, closing accounts, and posting payments, adjustments, and deposits to customer accounts; verifies, balances, and reconciles payments; batches payments; reviews and validates accuracy of data; produces data and/or reports as requested.

## **JOB TITLE: Administrative Analyst - Customer Service**

- Receives and responds to inquiries and complaints from customers, contractors, developers, staff, and the general public; researches complaints and issues and resolves or refers to appropriate staff for resolution.
- Reviews and audits customer accounts; receives requests for sewer connections; assists customers in completing applications; analyzes and researches discrepancies in financial documents and transactions; interacts with public agencies and title companies to identify new customer accounts; determines appropriate fees and bills accordingly.
- Receives request for sewer connections; assists customers in completing applications.
- Performs plan review for residential and commercial structures; calculates appropriate connection fees and issues permits; confirms projects are built to plan prior to project close out; assesses and adjusts fees as necessary to reflect changes from original plans.
- Collaborates with internal teams, businesses, and member agencies to coordinate and schedule environmental compliance inspections for commercial customers; participates in on-site inspections to assess compliance with pretreatment regulations and permits.
- Performs various accounting support work such as determining and calculating required fees, connection charges, and/or deposits based on property location, proximity to existing lines and mains, and applicable sewer rules and regulations, processing, reconciling, and verifying payments received, and preparing, reviewing, and processing invoices; explains fee and billing rates and practices; works with other departments to research and resolve billing and payment issues.
- Conducts property inspections for commercial customers in various stages of construction, alteration, and repair for billing equity; counts user assets which impact fees; determines fees, and ensures fees align with customer billing.
- Processes annual County tax collection, lien and bankruptcy claim processes between the three Counties within the five member districts.
- Oversees, monitors and assists with geographic information system (GIS) parcel information updates; researches parcel information and history; maintains accurate ownership information; and ensures the accuracy of allocations and parcel information during subdivision, ownership transfer, and other related transactions.
- Prepares and processes a variety of correspondence, forms, applications, status letters, spreadsheets, maps, transmittals, and other documents for review, approval, distribution, tracking, and/or recordation.
- Verifies and reviews materials, applications, records, and reports for completeness and conformance with established regulations and procedures; applies applicable policies and procedures in determining completeness of materials submitted.
- Sets up, organizes, monitors, and maintains accurate and detailed databases, spreadsheets, project files, customer accounts, and records; verifies accuracy of information, researches discrepancies, and records information; ensures compliance with Agency records and retention guidelines including archiving, scanning, and destructing files.
- Develops and implements file, index, tracking, and record-keeping systems; researches records within areas of assigned responsibility to prepare reports and provides follow-up information to inquiries.

## **JOB TITLE: Administrative Analyst - Customer Service**

- Monitors changes in regulations that may affect operations; implements policy and procedural changes after approval.
- Verifies and reviews forms and reports for completeness and conformance with established regulations and procedures; applies departmental and program policies and procedures in determining completeness of applications, records, and files.
- Participates on a variety of interdisciplinary committees and commissions and represents the Agency to a variety of member and stakeholder groups.
- Establishes and maintains contact and working relationships with all Agency departments, local, state, and federal agencies, and member agencies for acquisition of necessary information, and/or for the implementation of cooperative programs and activities.
- May plan, organize, assign, supervise and review the work of support staff within an assigned functional area or on a project basis.
- Observes and complies with all Agency and mandated safety rules, regulations, and protocols.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

### **QUALIFICATIONS**

#### **Knowledge of:**

- Administrative and operational activities within assigned department and/or program area.
- Organizational and management practices as applied to the analysis, evaluation, development, and implementation of programs, policies, and procedures.
- Principles and practices of contract administration and evaluation, budget development and administration, and sound financial management policies and procedures.
- Principles of program and project planning, development, implementation, and evaluation.
- Research, statistical, analytical, and reporting methods, techniques, and procedures.
- Financial, statistical, and comparative analysis techniques for interpreting various agreements and financial documents.
- Public administration policies, procedures, functions, authorities, and regulations.
- Applicable federal, state, and local laws, rules, regulations, as well as industry standards and best practices pertinent to assigned area of responsibility.
- Mathematical principles and statistical techniques.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Agency and department organization, functions, programs, policies, procedures, and initiatives.
- Principles and practices of business and public administration as applied to assigned area of responsibility.
- Principles and practices of project management.

## **JOB TITLE: Administrative Analyst - Customer Service**

- Techniques for effectively representing the Agency in contacts with governmental agencies, community groups, and various business, professional, educational, regulatory, and legislative organizations.
- Organization and function of the Agency and member districts.
- Applicable federal, state, and local laws, codes, and regulations as well as industry standards and best practices pertinent to the assigned area of responsibility.
- Permit processing requirements and fee structures.
- Recent and on-going developments, current literature, and sources of information related to assigned area of responsibility.
- Recordkeeping and retention principles, policies, and procedures.
- Agency and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively interacting with the public, member districts, vendors, contractors, and Agency staff.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.

### **Ability to:**

- Research, analyze, evaluate, understand, interpret, and apply programs, policies, procedures, and guidelines, and develop sound recommendations.
- Plan and conduct effective management, administrative, and operational studies.
- Develop and administer assigned budgets and accurately track and process receipts of revenues and payments of expenditures.
- Assist in developing and implementing goals, objectives, practices, policies, procedures, and work standards.
- Collect, analyze, interpret, summarize, and present administrative, technical, and program information and data in an effective manner for a variety of intended audiences.
- Conduct meetings, give presentations, and accurately convey messages.
- Create detailed analytical reports and graphs.
- Perform quantitative and qualitative analyses to evaluate assigned projects, programs, and activities.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Interpret, apply, explain, and ensure compliance with federal, state, and local policies, procedures, laws, and regulations.
- Perform detailed customer service and account support work accurately and in a timely manner.
- Understand the organization and operation of the Agency and of outside agencies as necessary to assume assigned responsibilities.

## **JOB TITLE: Administrative Analyst - Customer Service**

- Learn the programs related to service fees, billing and account maintenance; explain information about sewer rates, usage, and billing impacts.
- Review plans and documents for conformance to District standards and regulations.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Maintain confidentiality in handling and processing confidential information and data.
- Identify problems, research, and analyze relevant information, and develop and present recommendations and justification for solutions.
- Coordinate and collaborate with a variety of internal and external stakeholders, community groups, and government agencies related to assigned functions, programs, and/or projects.
- Use mathematical functions and principles and perform complex arithmetic calculations accurately.
- Manage a variety of projects related to assigned area of responsibility.
- Handle sensitive and confidential information.
- Respond to complaints or inquiries from citizens, staff, and outside organizations.
- Prepare clear, effective, and accurate reports, correspondence, and other written materials.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.
- Understand and carry out oral and written instructions, and prioritize workload to meet deadlines.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Utilize appropriate safety procedures and practices for assigned duties.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.
- Represents the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

### **Experience:**

Three (3) years of increasingly responsible professional experience in a field related to assigned area of responsibility including administrative, research, program, budget, and/or management analysis.

## **JOB TITLE: Administrative Analyst - Customer Service**

### **Education:**

Equivalent to a bachelor's degree from an accredited college or university with major coursework in public or business administration, finance, accounting, or a related field. Additional experience may substitute for the required education. Equivalence would typically be two years of additional experience for one year of education.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

#### **PHYSICAL REQUIREMENTS**

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 10 pounds.

#### **WORKING/ENVIRONMENTAL CONDITIONS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing divisional policies and procedures.

**TAHOE-TRUCKEE SANITATION AGENCY**  
**Class Specification**

**Agency Job Title: Administrative Analyst - Payroll and Human Resources**

**Department: Administrative Services**

**FLSA Status: NON-EXEMPT**

**Revised as of: 07/2025**

**DEFINITION**

Under direction, performs a variety of complex professional analytical, administrative, and technical duties as required to prepare, maintain, and process the Agency's payroll; prepares and performs technical reconciliation and reporting of payroll, taxes, and benefits data; ensures accuracy and compliance with applicable federal, state, and county agencies; assists in planning, organizing and coordinating Human Resources work; performs a variety of human resources duties related to the administration of a public human resources system including recruitment/selection, position classification, compensation, benefits administration, leave management, and employee training and development. This position requires discretion to work with confidential and sensitive issues on a regular basis.

**DISTINGUISHING CHARACTERISTICS**

This journey-level classification is responsible for independently performing professional analytical duties in support of employee payroll processing and reporting, as well as human resources duties. Positions at this level exercise judgement and initiative in their assigned tasks, receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit.

**SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives general supervision from the Chief Financial Officer/Risk Manager. Exercises no direct supervision over staff.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Collects, researches, compiles, analyzes, and evaluates information from various sources on a variety of specialized topics related to Agency payroll and human resources activities.
- Receives, reviews, verifies, and processes time recording documents to prepare payroll for Agency employees; audits such documents for completeness, accuracy, and compliance with rules and regulations.
- Ensures timely and accurate posting of employee related data including account numbers, tax status, various deductions, and direct deposits; computes and interprets miscellaneous forms pertaining to compensation, tax adjustments, garnishments, tax levies, and other deductions.
- Computes and prepares adjustments of pay, paid leave, severance pay, and online paychecks; confers with Human Resources Administrator or other departments on individual changes in

**JOB TITLE: Administrative Analyst - Payroll and Human Resources**

payroll or deduction changes; applies and ensures compliance with applicable tax laws and rulings regarding earnings and employee benefits programs.

- Assists in the administration of daily operations of Human Resources Division.
- Interprets and applies local, state and federal rules and regulations, Agency rules, policies and procedures, benefit regulations in the handling of various human resources situations.
- Assists in the development, updating and implementation of Agency policies and procedures; benefit modifications and salary schedule revisions.
- Organizes and maintains Human Resources Division filing system; maintains confidential personnel files and employee records, benefit enrollments, workers compensation claims, grievance records, investigation documentation, and other similar records and documentation.
- Prepares memorandums, letters, reports and other communication material.
- Advises employees and the public on matters related to employment, Agency policies and procedures, and other related issues.
- Assists with recruitment activities, including working with hiring managers to design recruitment and selection plans to obtain qualified candidates for vacancies; distribution of job announcements and recruitment materials; administers various tests and assessments; reviews, screens and tracks employment applications; schedule and chair interview panels.
- Assists in coordinating a comprehensive employee benefits program; communicate with employees and third party administrators, plan and coordinate open enrollment activities; approve safety shoe and glasses purchases.
- Assists with comprehensive leave management program ensuring legal compliance; monitor and track leave and time off.
- Assists in monitoring salary and wage administration and performance evaluation schedules; maintains and updates salary schedules.
- Process personnel action transactions, mass salary updates, merit and promotional salary adjustments.
- Reconciles payroll accounts and employee benefits deductions; performs corrections through payroll adjustments when necessary to resolve discrepancies; and remits payments for the Agency's health insurance and voluntary plan providers.
- Generates and reviews pension system reporting; reviews and reconciles payroll data, codes, and employee information; and transmits to California Public Employees' Retirement System (CalPERS).
- Prepares, reconciles, and submits federal, state, and other mandated payroll taxes including tax deposits, quarterly reports, annual reports, W-2's, tax restatements, and re-filings.
- Researches, analyzes, and resolves technical and/or payroll related problems or questions; provides payroll information, explains procedures, and answers questions pertaining to payroll laws, rules, and regulations.
- Responds to inquiries from various internal departments, external agencies, and employees; verifies employment; and resolves technical and/or payroll related problems.
- Processes, calculates, and maintains records of a variety of payroll actions, including validating new-hire set up and changes in pay or employment status, tax withholding, overtime and holiday hours, retroactive or adjusted pay, retirement and voluntary

**Commented [VL1]:** This can be overseen by HR, if helpful to alleviate PA from duties?



#### **JOB TITLE: Administrative Analyst - Payroll and Human Resources**

deductions, wage garnishments, leaves of absence, and final paychecks and pay-offs based on appropriate provisions.

- Compiles a variety of statistical data for federal, state, and local government units, auditors, and staff reports.
- Maintains a variety of files and records related to the Agency's payroll system and general accounting techniques and procedures; records changes and resolves differences; maintains the accuracy of accounting and financial records.
- Checks and tabulates statistical and financial data; reviews the work of lower-level payroll staff as required.
- Special projects, as assigned.
- Represents the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.
- Builds and maintains positive working relationships with co-workers, other Agency employees and the public using principles of good customer service.
- Observes and complies with all Agency and mandated safety rules, regulations, and protocols.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

#### **QUALIFICATIONS**

##### **Knowledge of:**

- Organizational and management practices as applied to the analysis, evaluation, development, and implementation of programs, policies, and procedures.
- Operations and services of a comprehensive payroll system and its integration with human resources, finance and accounting functions.
- Payroll reporting and payment requirements of various federal and state agencies and benefit providers.
- Laws, rules, regulations, procedures, and office practices related to the processing and recording of payroll and financial transactions related to employee benefits.
- Payroll and timekeeping practices, procedures, and terminology.
- Human resource principles and practices of public personnel administration in the areas of recruitment, selection, compensation/classification, benefits, worker's compensation and leave/disability management.
- Practices of maintaining confidential personnel records and information.
- Practices and technical functions of survey preparation, benefits administration and public agency personnel practices.
- Applicable federal, state, and local laws, codes, and regulations as well as industry standards and best practices pertinent to the assigned area of responsibility.
- Business mathematics.
- Methods and techniques of generating payroll reports.
- Principles and practices of research, data collection, and report preparation.

**JOB TITLE: Administrative Analyst - Payroll and Human Resources**

- Principles and practices of auditing payroll documents.
- Recordkeeping and retention principles, policies, and procedures.
- Agency and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively interacting with the public, member districts, vendors, contractors, and Agency staff.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.

**Ability to:**

- Research, analyze, evaluate, understand, interpret, and apply programs, policies, procedures, and guidelines, and develop sound recommendations.
- Review and process a diverse range of employee salary or pay actions to ensure accuracy in payroll outcomes.
- Review, post, balance, reconcile, and maintain accurate and confidential payroll records.
- Interpret, apply, explain, and ensure compliance with mandated payroll policies and procedures.
- Review and implement payroll changes based on agreements, contracts, or other documentation impacting collective and individual compensation, benefits and withholdings.
- Maintain confidentiality of sensitive personal information of applicants, employees, former employees and other matters affecting employee relations.
- Collect, analyze, interpret, summarize, and present administrative, technical, and program information and data in an effective manner for a variety of intended audiences.
- Compose correspondence and reports independently or from brief instructions.
- Assess, evaluate and confirm payroll balancing for all employee groups.
- Make accurate arithmetic, financial, and statistical computations.
- Review payroll documents for completeness, accuracy, and compliance.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.
- Understand and carry out oral and written instructions, and prioritize workload to meet deadlines.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Utilize appropriate safety procedures and practices for assigned duties.

**JOB TITLE: Administrative Analyst - Payroll and Human Resources**

- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.
- Represents the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

**Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

**Experience:**

Three (3) years of increasingly responsible payroll processing and reporting, human resources generalist experience in recruitment/selection, classification/compensation and/or benefit administration. One (1) year public agency human resources experience preferred.

**Education:**

Equivalent to a bachelor's degree from an accredited college or university with major coursework in public or business administration, finance, accounting, human resources or a related field. Additional experience may substitute for the required education. Equivalence would typically be two years of additional experience for one year of education.

**SPECIAL QUALIFICATIONS**

**License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

**PHYSICAL REQUIREMENTS**

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 20 pounds.

**WORKING/ENVIRONMENTAL CONDITIONS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing divisional policies and procedures.

## TAHOE-TRUCKEE SANITATION AGENCY

### Class Specification

#### **Agency Job Title: Administrative Assistant**

**Department: Administrative Services**

**FLSA Status: NON EXEMPT**

**Revised as of: 07/2025**

#### **DEFINITION**

Under general supervision, performs a variety of routine to moderately difficult administrative and clerical support duties requiring thorough knowledge of assigned department's procedures and operations; provides administrative support to management, supervisory, and departmental staff; composes and prepares correspondence; provides assistance for a wide variety of assignments related to administration of budgets, contracts, research projects, and department programs; and performs related duties, as assigned.

#### **DISTINGUISHING CHARACTERISTICS**

This journey-level classification is responsible for independently performing paraprofessional administrative duties in support of assigned department operations, programs, and staff. Positions at this level exercise judgement and initiative in their assigned tasks, receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit.

#### **SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives general supervision from, assigned supervisory and/or management personnel. Exercises no direct supervision over staff.

**EXAMPLES OF DUTIES** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Performs a variety of administrative functions involved in the operation of the assigned department; researches, prioritizes, and addresses incoming issues and concerns; provides information and handles issues that may require sensitivity and use of sound, independent judgment.
- Composes, types, edits, and proofreads a variety of documents, including forms, memos, contracts, administrative, statistical, financial, staff reports, and correspondence for department staff from rough draft, handwritten copy, verbal instructions, or from other material using a computer; inputs and retrieves data and text using a computer; checks draft documents for punctuation, spelling, and grammar; makes or suggests corrections.
- Assists or administers department projects and/or programs as assigned by management staff; acts as point of contact between manager and internal/external customers; provides assistance to department staff in various research and department-related projects.

## **JOB TITLE: Administrative Assistant**

- Organizes and carries out administrative assignments; researches, compiles, and organizes information and data from various sources on a variety of specialized topics related to programs in assigned area; checks and tabulates standard mathematical or statistical data; prepares and assembles reports, manuals, articles, announcements, and other informational materials.
- Performs first-line customer service duties related to customer billing, including answers phones, assists the general public in person with inquiries, on the phone, via mail or by email.
- Screens calls, visitors, and incoming mail; receives and responds to calls received by the department; provides information to the public, including contractors and vendors, by phone or in person; responds to general public and staff inquiries and complaints; refers public to the appropriate department source; coordinates or resolves problems when appropriate.
- Monitors and orders office and other related supplies; prepares, processes, and tracks purchase requisitions for services and materials; receives vendor invoices and submits to accounting staff for processing.
- Creates, organizes, and maintains department records; organizes and maintains databases and determines how information can be extracted for various department or programmatic reports.
- Verifies and reviews forms and reports for completeness and conformance with established procedures; applies department and program policies and procedures in determining completeness of applications, records, and files.
- Schedules and/or coordinates meetings, seminars, conferences, and training sessions for department staff; acts as meeting and/or committee secretary including preparing agendas and informational packets and setting up the room; may take and transcribe meeting minutes.
- Coordinates and integrates department services and activities with other Agency departments and outside agencies.
- Applies a variety of database, spreadsheet, word processing, and graphics software programs and functions for departmental and department reports.
- Observes and complies with all Agency and mandated safety rules, regulations, and protocols.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

## **QUALIFICATIONS**

### **Knowledge of:**

- Organization and function of the Agency, including the role of an appointed Board.
- Operations, services, programs, policies, procedures, and processes of the assigned department or program.
- Agency-wide and departmental administrative procedures, practices, and principles.
- Agency ordinances, rules, programs, processes, and personnel policies applicable to department operations.
- Rules and procedures governing the notice and conduct of public meetings.
- Research techniques, methods, and procedures, including the use of department databases.

### **JOB TITLE: Administrative Assistant**

- Business arithmetic.
- Principles and practices of data collection, database input, maintenance, and querying, and report preparation.
- Business letter writing and the standard format for reports and correspondence.
- Principles and practices of sound business communication.
- Writing and editing skills, including proofreading, grammar checking, and formatting of memoranda, templates, policies, and procedures.
- Applicable federal, state, and local laws, codes, and regulations as well as industry standards and best practices pertinent to the assigned area of responsibility.
- Principles and procedures of recordkeeping.
- Agency and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively interacting with the public, member districts, vendors, contractors, and Agency staff.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.

#### **Ability to:**

- Perform responsible, complex, and difficult administrative support work with accuracy and speed.
- Provide varied and responsible office administrative work requiring the use of tact and discretion.
- Interpret, apply, and explain administrative and department policies and procedures.
- Prepare clear, accurate, and concise records and reports.
- Respond to and effectively prioritize multiple phone calls and other requests for service.
- Make accurate arithmetic calculations.
- Compose correspondence and reports independently or from brief instructions.
- Prepare meeting agendas and transcribe minutes and other recordings from committee or commission meetings.
- File and maintain automated and hardcopy records, logs, and inventories with accuracy.
- Review variety of documents for completeness and accuracy.
- Organize and maintain specialized and sensitive department personnel files.
- Respond to and effectively prioritize multiple phone calls and other requests for service.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.
- Understand and follow oral and written instructions.
- Use initiative, tact, prudence, and judgement within policy and procedural guidelines.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.

## **JOB TITLE: Administrative Assistant**

- Operate and use modern office equipment and technology, including computers and applicable software.
- Utilize appropriate safety procedures and practices for assigned duties.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.
- Represent the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

### **Experience:**

Two (2) years of increasingly responsible office administrative or secretarial experience.

### **Education:**

Equivalent to completion of twelfth (12<sup>th</sup>) grade.

### **License and Certificate:**

None.

### **PHYSICAL REQUIREMENTS**

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 20 pounds.

### **WORKING/ENVIRONMENTAL CONDITIONS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

**TAHOE-TRUCKEE SANITATION AGENCY**

**Class Specification**

**Job Title: Chemist I/II/III**

**Department: Technical Services**

**FLSA Status: NON EXEMPT**

**Revised as of: 07/2025**

**DEFINITION**

Performs technical and professional laboratory duties including testing, analysis, examination, collection and processing of water, wastewater and other environmental samples; and provides support to the Laboratory Director.

**DISTINGUISHING CHARACTERISTICS**

Chemist I - This is the entry level class in the Chemist series. Positions in this class typically require little directly related work experience. The Chemist I class is distinguished from the II level by the performance of less than the full range of duties assigned to the II level. Incumbents work under close supervision while learning job tasks, progressing to relatively less direction as procedures and processes of assigned area of responsibility are learned.

Chemist II - This is the second level class in the Chemist series and is distinguished from the I level by the assignment of the full range of duties. Employees at this level receive relatively less instruction or assistance and are fully aware of the operating procedures and policies within the work unit. Positions in this class are flexibly staffed and are normally filled by advancement from the I level once the incumbent meets the qualification standards of the II level, demonstrates an ability to perform the full scope of the work, and otherwise meets performance standards.

Chemist III - This is the full journey level in the Chemist series. It is distinguished from the Chemist II by the ability to perform the full range of duties assigned as well as possession of a Laboratory Analyst III certification. Positions in this class are flexibly staffed and are normally filled by advancement from the II level once the incumbent meets the qualification standards of the III level, demonstrates an ability to perform the full scope of the work, and otherwise meets performance standards.

**SUPERVISION RECEIVED AND EXERCISED**

Chemist I

Reports directly to, and receives general supervision from the Laboratory Director.

Chemist II

Reports directly to, and receives direction from the Laboratory Director.



## JOB TITLE: Chemist I/II/III

### Chemist III

Reports directly to, and receives direction from the Laboratory Director.

**EXAMPLES OF DUTIES (for Chemist I/II/III):** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Collects field and composite samples and data and transports according to prescribed protocols; performs field sampling at off-site locations.
- Performs a variety of routine and special project laboratory tests to assist related to the plant control and environmental monitoring programs for the wastewater treatment plant and contracted services to other agencies and clients.
- Follows Environmental Laboratory Accreditation Program (ELAP) requirements to produce verifiable data to be reported to the Laboratory Director and the Water Quality Control Board and other entities, as required.
- Collects and processes various samples, following prescribed procedures; prepares media and processes in incubator.
- Performs various chemical and biological tests and maintains records of results and performs quality control processes.
- Receives samples from clients and other local agencies; verifies and maintains chain of custody; documents and logs samples; prepares invoices; and processes samples.
- Adheres to safety program regarding hazardous waste handling and follows all other safety requirements and protocols.
- Maintains accurate detailed records and files; produces graphs; enters and reviews data; assures results meets or exceed quality assurance criteria; prepares and enters various data into documents, reports and logs.
- Sets up, calibrates and operates a variety of laboratory equipment and instrumentation; performs troubleshooting and maintenance of laboratory equipment and instruments.
- Recognizes problems that may occur in analytical procedures and troubleshoots known problems or confers with other to identify possible problems affecting results.
- Maintains and cleans laboratory equipment; sanitizes laboratory tools and equipment; washes glassware and other items following prescribed protocols.
- Assists in the development of Standard Operating Procedures.
- Performs river sampling and biological organism identification for compliance with agency monitoring and reporting programs.
- Works on special projects, as assigned.
- Represents the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.
- Builds and maintains positive working relationships with co-workers, other Agency employees and the public using principles of good customer service.
- At the Chemist III level, incumbents may serve in absence of Laboratory Director for regulatory reporting purposes.
- Upholds Agency Guiding Principles.

## **JOB TITLE: Chemist I/II/III**

- Performs related duties as assigned.

### **QUALIFICATIONS**

#### Chemist I

##### **Knowledge of:**

- Basic methods and procedures related to the preparation and standardization of chemical solutions, laboratory instrumentation and analytical quality control, and biology and chemistry.
- Basic principles of chemistry, biology and microbiology as pertains to laboratory testing and analysis.
- Basic principles and practices of research, analysis, and laboratory processes and equipment used.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.
- Safe work practices.
- Principles and practices of customer service.

##### **Ability to:**

- Learn to collect field and composite samples and data and transport according to prescribed protocols.
- Learn to perform a variety of routine and special project laboratory tests related to plant control and environmental monitoring programs for the wastewater treatment plant and contracted services to other agencies and clients.
- Learn to safely operate a snowmobile, ATV, or vehicle with chains installed, in inclement weather conditions.
- Learn all requirements and essential aspects of the job including laws, regulations, rules and codes related to area of assignment; learn safety rules and how to identify hazards; intermittently locate, analyze, detect and diagnose problem equipment; learn to problem solve related to area of assignment; remember various processes and requirements and how to operate equipment; intermittently access, review and interpret and adjust or enter data on various documents and records and interpret and communicate technical and numerical information.
- Learn to perform standard laboratory tasks including using instrumentation, running calibrations, weighing, measuring, making standards, analyzing and interpreting reports and results.
- Perform standard mathematical, statistical, geometric and algebraic calculations.
- Understand and carry out oral and written instructions, and prioritize workload to meet deadlines.

## **JOB TITLE: Chemist I/II/III**

- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Maintain regular attendance and adhere to prescribed work schedule to conduct job responsibilities.
- Utilize appropriate safety procedures and practices for assigned duties.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

### **Experience:**

One year of laboratory experience desirable.

### **Education:**

Equivalent to a Bachelor's degree from an accredited college or university with major coursework in biology, microbiology, chemistry, environmental science or a related field. Additional experience may substitute for the required education. Equivalence would typically be two years of additional experience for one year of education.

## **SPECIAL QUALIFICATIONS**

### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession of a CWEA Grade I Laboratory Analyst Certificate is required within four qualifying test cycles of appointment (approximately 12 months).

## **Chemist II**

In addition to the qualifications for the Chemist I:

### **Knowledge of:**

- Methods and procedures related to wastewater treatment.
- Methods for the preparation and standardization of chemical solutions, laboratory instrumentation and analytical quality control, and aquatic biology and chemistry.

## **JOB TITLE: Chemist I/II/III**

- Principles of chemistry, biology and microbiology as pertains to laboratory testing and analysis.
- Principles and practices of biological and physical testing and analyses of water and wastewater including proper sampling procedures and EPA approved methods as dictated in Standard Methods.
- Principles and practices of research, analysis and laboratory functions and laboratory equipment used for a public utility water and wastewater quality control agency.

### **Ability to:**

- Collect field and composite samples and data and transports according to prescribed protocols.
- On an ongoing basis know and understand all requirements and essential aspects of the job including laws, regulations, rules and codes related to area of assignment; know and observe safety rules and identify hazards; intermittently locate, analyze, detect and diagnose problem equipment and determine solutions; problem solve issues related to area of assignment; remember various processes and requirements and how to operate equipment; intermittently access, review, and interpret and adjust or enter data on work orders, reports and other documents; identify, interpret and communicate technical and numerical information.
- Perform a variety of routine and special project laboratory tests related to plant control and environmental monitoring programs for the wastewater treatment plant and contracted services to other agencies and clients.
- Safely operate a snowmobile, ATV, or vehicle with chains installed, in inclement weather conditions.
- Perform analysis of laboratory tests including using instrumentation, running calibrations, weighing, measuring, making standards and to analyze and interpret reports and results.
- Perform mathematical, statistical, geometric and algebraic calculations common to water quality control laboratory analysis.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

#### **Experience:**

Two years of responsible experience similar to Chemist I with T-TSA.

#### **Education:**

Equivalent to a Bachelor's degree from an accredited college or university with major coursework in biology, microbiology, chemistry, environmental science or a related field. Additional experience may substitute for the required education. Equivalence would typically be two years of additional experience for one year of education.

### **SPECIAL QUALIFICATIONS**

## **JOB TITLE: Chemist I/II/III**

### **License and Certificate:**

Possession of a valid California or Nevada Class C Driver License is required at the time of appointment.

Possession of a CWEA Grade II Laboratory Analyst Certificate is required at time of appointment for internal candidate; or within four qualifying test cycles of appointment (approximately 12 months) upon meeting testing eligibility requirements for external candidate.

### **Chemist III**

In addition to the qualifications for the Chemist II:

#### **Knowledge of:**

- Advanced methods and procedures related to wastewater treatment, of the preparation and standardization of chemical solutions, laboratory instrumentation and analytical quality control, and aquatic biology and chemistry.
- Advanced principles and practices of research, analysis and laboratory functions and laboratory equipment used for a public utility water and wastewater quality control agency.
- Advanced methods and procedures related to biological organism identification.
- ELAP certification process for environmental laboratories and other regulatory requirements.
- Methods of instrument troubleshooting, calibration and maintenance of laboratory equipment.

#### **Ability to:**

- Perform the most complex duties related to the performance and analysis of laboratory tests related to the plant control and environmental monitoring programs for the wastewater treatment plant and contracted services to other agencies and clients.
- Perform troubleshooting, calibration and maintenance of laboratory instruments.
- Serve as acting Laboratory Director in Director's temporary absence to comply with regulatory reporting purposes.
- Assist with the training of new staff.

#### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

#### **Experience:**

**JOB TITLE: Chemist I/II/III**

Two years of responsible experience similar to Chemist II with T-TSA.

**Education:**

Equivalent to a Bachelor's degree from an accredited college or university with major coursework in biology, microbiology, chemistry, environmental science or a related field.

DRAFT

**JOB TITLE: Chemist I/II/III**

**SPECIAL QUALIFICATIONS**

**License and Certificate:**

Possession of a valid California or Nevada Class C Driver License is required at the time of appointment.

Possession of a CWEA Grade III Laboratory Analyst Certificate is required at time of appointment for internal candidate; or within four qualifying test cycles of appointment (approximately 12 months) upon meeting testing eligibility requirements for external candidate.

**PHYSICAL REQUIREMENTS (for Chemist I/II/III)**

Work effectively at desk, laboratory station, and in meetings for long periods of time; intermittently move, traverse and position self while performing duties in the field, laboratory or office; access equipment surrounding desk or in laboratory; activate, use and operate a computer and other office equipment and laboratory equipment; discern color-based test results and organisms through a microscope; use telephone; communicate through written means; and move or transport weight of 25 pounds or less.

**WORKING/ENVIRONMENTAL CONDITIONS (for Chemist I/II/III)**

Work is performed in a typical temperature controlled office environment subject to typical office noise and environment. In addition, this position also works outside with exposure to all weather conditions during, e.g., sampling. Laboratory is open 7 days per week requiring weekend work.

## TAHOE-TRUCKEE SANITATION AGENCY

### Class Specification

#### **Job Title: Chief Financial Officer/Risk Manager**

**Department: Administrative Services**

**FLSA Status: EXEMPT**

**Revised as of: 07/2025**

#### **DEFINITION**

Under general direction by the General Manager, plans, organizes, manages, and provides administrative direction and oversight for all functions and activities of the Administrative Services Department, including finance, accounting, budgeting, investments, risk management and safety, customer service, purchasing, and general administrative operations; coordinates assigned activities, and fosters cooperative working relationships, with other Agency departments, elected officials, member districts, outside agencies, and the public; provides highly responsible and complex professional assistance to the General Manager in areas of expertise.

#### **DISTINGUISHING CHARACTERISTICS**

This is a department director classification that oversees and directs all activities of the Administrative Services Department, including short- and long-term planning as well as development and administration of department policies, procedures, and services. This class provides direct assistance to the General Manager in a variety of administrative, coordinative, analytical, and liaison capacities.

#### **SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives direction from, the General Manager. Exercises general direction and supervision over supervisory, professional, technical, and administrative support staff through subordinate levels of supervision.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an exhaustive list.*

- Assumes full management responsibility for all Administrative Services Department ("Department") programs, services, and activities, including finance, accounting, budgeting, investments, risk management and safety, customer service, purchasing, and general administrative operations.
- Develops, directs, and coordinates the implementation of goals, objectives, policies, procedures, and work standards for the Department; establishes, within Agency parameters, appropriate budget, service, and staffing levels.



### **JOB TITLE: Chief Financial Officer/Risk Manager**

- Directs the development of the Department's and Agency's annual budgets; manages the Agency's financial forecasting and cash flow programs; directs the forecast of funds needed for staffing, equipment, materials, and supplies; directs the monitoring of, and approves, expenditures.
- Selects, trains, motivates, and directs Department personnel; directly and indirectly evaluates and reviews work for acceptability and conformance with Department standards, including performance evaluations; works with employees on performance issues; implements discipline and termination procedures as appropriate.
- Directs the preparation of, and/or prepares, and presents a wide variety of financial statements, reports, and analyses to Agency management, the Board of Directors and/or for submission to various regulatory and governmental agencies.
- Manages and directs all activities related to the Agency's accounting function, including accounting information systems, general ledgers, Agency-wide feasibility studies, payroll, accounts payable and receivable, fixed assets, cash receipts, and purchasing; ensures the timely processing of financial transactions.
- Manages and directs all activities related to the Agency's risk management function including safety, loss prevention and control, insurance and claims management, liability claim fund, and related programs and activities; analyzes and assesses potential risks, hazards, and liabilities; determines appropriate Agency insurance coverages and risk mitigation strategies.
- Manages and oversees the audit process; provides information to independent auditors; receives, reviews, and responds to audit findings; ensures that internal audits are conducted in a timely manner and that financial controls are properly implemented and monitored.
- Directs the investment of Agency funds; reviews and analyzes financial practices of outside institutions to determine impact of Agency operations related to investment policy.
- Receives and analyzes all liability claims against the Agency; evaluates the Agency's liability, and coordinates the adjustment, defense or settlement of claims with legal counsel as necessary.
- Coordinates, advises on, and negotiates a variety of contracts, agreements, and cooperative arrangements with other governmental agencies, financial institutions, and outside private contractors.
- Collaborates with Agency management, staff, and legal counsel to identify patterns and potential risks; develops and coordinates training activities to mitigate accidents and risks.
- Represents the department to other Agency departments, elected officials, and outside agencies; explains and interprets departmental programs, policies, and activities; negotiates and resolves significant and controversial issues.
- Conducts a variety of departmental organizational and operational studies and investigations; reports on the effectiveness of department programs and activities; and recommends modifications to programs, policies, and procedures as appropriate.

## **JOB TITLE: Chief Financial Officer/Risk Manager**

- Participates in and makes presentations to the Board of Directors and a wide variety of committees, boards, and commissions; attends and participates in professional group meetings; stays abreast of new trends and innovations related to assigned areas of responsibility.
- Maintains and directs the maintenance of working and official departmental files; ensures all records and files are accounted for and in compliance with all mandated policies, procedures, standards, and best practices; manages the administration of the Agency's risk management data processing system and ensures data accuracy.
- Monitors changes in laws, regulations, and technology that may affect departmental operations; implements policy and procedural changes as required.
- Prepares, reviews, and presents staff reports, various management and information updates, and reports on special projects as assigned by the General Manager.
- Responds to difficult and sensitive public inquiries and complaints and assists with resolutions and alternative recommendations.
- Ensures staff observe and comply with all Agency and mandated safety rules, regulations, and protocols.
- Represents the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.
- Builds and maintains positive working relationships with co-workers, other Agency employees, vendors, contractors, and the public using principles of good customer service.
- Serves as acting General Manager, as requested.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

## **QUALIFICATIONS**

### **Knowledge of:**

- Administrative principles and practices, including goal setting, program development, implementation, and evaluation and supervision of staff, either directly or through subordinate levels of supervision.
- Principles and practices of leadership.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Principles and practices of strategic plan development.
- Public agency budget development, contract administration, Agency-wide administrative practices, and general principles of risk management related to the functions of the assigned area.
- Organizational and management practices as applied to the analysis and evaluation of projects, programs, policies, procedures, and operational needs.
- Principles, practices, and procedures of public administration in a public agency.
- Risk management principles, methodologies, and best practices.
- Functions, authority, and responsibilities of an appointed Board of Directors.

### **JOB TITLE: Chief Financial Officer/Risk Manager**

- Applicable federal, state, and local laws, codes, and regulations, as well as industry standards and best practices, pertinent to the assigned area of responsibility.
- Government finance administration including general accounting, investments, budgeting, auditing, internal auditing, financial analysis, and bond issuance.
- Agency and mandated safety rules, regulations, and protocols.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.

#### **Ability to:**

- Develop and implement goals, objectives, practices, policies, procedures, and work standards.
- Provide administrative and professional leadership for the Administrative Services Department.
- Prepare and administer large and complex budgets; allocate limited resources in a cost-effective manner.
- Interpret, apply, explain, and ensure compliance with federal, state, and local laws, and regulations, as well as Agency policies, procedures, and standards, relevant to the Department.
- Plan, organize, direct, and coordinate the work of supervisory, technical, and administrative support staff; delegate authority and responsibility as appropriate.
- Select and supervise staff, provide training and development opportunities, ensure work is performed effectively, and evaluate performance in an objective and positive manner.
- Research, analyze, and evaluate service delivery methods, procedures, and techniques.
- Effectively manage assigned programs/projects, teams, and consultants/contractors.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Analyze insurance policy provisions to determine the existence and extent of liability.
- Analyze, classify and rate risks, exposure and loss expectancies.
- Analyze, interpret, summarize, and present technical information and data in an effective manner.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Conduct complex research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.

## **JOB TITLE: Chief Financial Officer/Risk Manager**

- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.
- Represent the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities may be qualifying. A typical way to obtain the required knowledge and abilities would be:

### **Experience:**

Eight (8) years of increasingly responsible government finance and accounting experience, including three (3) years in a management capacity.

### **Education:**

Equivalent to a bachelor's degree from an accredited college or university with major coursework in finance, accounting, public or business administration, or a related field.

### **SPECIAL QUALIFICATIONS**

### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

### **PHYSICAL REQUIREMENTS**

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 20 pounds.

**JOB TITLE: Chief Financial Officer/Risk Manager**

**WORKING/ENVIRONMENTAL CONDITIONS**

Employees work in an office environment, with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing divisional policies and procedures.

Employees in this classification may be required to work outside of regular business hours, including occasional weekend work.

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**TAHOE-TRUCKEE SANITATION AGENCY**  
**Class Specification**

**Job Title: Chief Plant Operator**

**Department: Operations Department**

**FLSA Status: EXEMPT**

**Revised as of: 07/2025**

**DEFINITION**

Plans, organizes, directs, manages and supervises wastewater treatment operations within the Operations Department including complex operational problems and projects, and training and scheduling of personnel; ensures plant is running properly, in a safe efficient manner and in compliance with regulatory requirements; and performs a variety of technical tasks relative to assigned area of responsibility.

**DISTINGUISHING CHARACTERISTICS**

The Chief Plant Operator position performs management responsibilities for the Operations Department, including planning, assigning and evaluating the work of subordinates. This position is responsible for supervising and managing the wastewater treatment function of the Operations Department.

**SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives general direction from the Operations Department Manager. Exercises direct supervision over assigned technical personnel.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class are not intended to be an inclusive list.*

- Develops and implements goals and objectives related to wastewater treatment operations; establishes schedules and methods for the wastewater treatment operations; implements policies and procedures.
- Plans, prioritizes, assigns, supervises and reviews the work of staff involved in wastewater treatment operations. Assumes the role of Operator as needed.
- Evaluates operations and activities of wastewater treatment operations; recommends improvements and modifications; prepares various reports on operations and activities.
- Assists the Operations Department Manager in developing and administering section budget; prepares cost estimates for budget recommendations; submits justifications for requested equipment, materials and supplies; monitors and controls expenditures.
- Recommends to Operations Department Manager the selection of staff; provides or coordinates staff training; works with employees to correct performance deficiencies; implements discipline procedures; evaluates employee performance; drafts and conducts performance evaluations.

### **JOB TITLE: Chief Plant Operator**

- Prepares regulatory compliance documents including, but not limited to, Lahontan Regional Water Quality Control Board report, EPA Biosolids Report, and Waste Management Sludge Profile; and monthly monitoring reports.
- Oversees and checks process records to determine compliance with all regulatory requirements; monitors operations and laboratory data to determine efficiency and effectiveness of plant processes.
- Performs operational tasks, when needed, including complex operational problems; collects samples; performs rounds; operates, repairs or cleans equipment; puts equipment in and out of service.
- Inspects treatment plant and equipment.
- Performs confined space entries to inspect tanks and other spaces.
- Operates a forklift to transport, load and unload materials, supplies and equipment, as assigned.
- Adheres to and enforces compliance with all safety policies and procedures.
- Oversees repair requisitions; estimates hours needed for repairs; determines frequency and need for preventative maintenance; approves work orders; accepts deliveries.
- Provides tours and makes presentations.
- Answers questions and provides information to the public; investigates complaints from the public and recommends corrective action as necessary to resolve complaints.
- Delivers laboratory samples to third-party laboratory.
- Represents the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.
- Builds and maintains positive working relationships with co-workers, other Agency employees and the public using principles of good customer service.
- Performs related duties as assigned.

### **QUALIFICATIONS**

#### **Knowledge of:**

- Principles and practices of wastewater treatment operations and processes and the methods of evaluating treatment results.
- Equipment, tools and materials used in wastewater treatment operations and processes.
- Methods and procedures of mathematics, biology, chemistry, biochemistry and sampling procedures and laboratory techniques related to area of assignment.
- Principles and practices of supervision, training and evaluating performance.
- Principles and practices of budget monitoring.
- Principles and practices of safety management and response to emergencies involving assigned operations.
- Pertinent local, State and Federal laws, ordinances and rules.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.

### **JOB TITLE: Chief Plant Operator**

- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.
- Safe work practices.
- Principles and practices of customer service.

#### **Ability to:**

- Organize, implement, and direct wastewater treatment operations including complex operational problems and projects, ensuring compliance with regulatory requirements.
- On an ongoing basis, know and understand all requirements and essential aspects of the job including laws, regulations, rules and codes related to area of assignment; know and observe safety rules and identify hazards; intermittently locate, analyze, detect and diagnose problem equipment and determine solutions; train and explain processes to others; when so assigned, observe performance and input into review and evaluation of the work of others; problem solve issues related to area of assignment; remember various processes and requirements and how to operate equipment; intermittently access, review, and interpret and adjust or enter data on work orders, reports and other documents; identify, interpret and communicate technical and numerical information.
- Interpret and explain pertinent Agency and department policies and procedures.
- Assist in the development and monitoring of an assigned program budget.
- Develop and recommend policies and procedures related to assigned operations.
- Analyze and prepare technical reports and related documents.
- Understand and carry out oral and written instructions, and prioritize workload to meet deadlines.
- Assist with the duties of Operations Supervisor, Operations Shift Supervisor or Operator, as needed.
- Adhere to and utilize appropriate Agency safety policies, procedures and practices and utilize appropriate Personal Protection Equipment.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Maintain regular attendance and adhere to prescribed work schedule to conduct job responsibilities.
- Function in confined spaces and/or hazardous environment.
- Utilize appropriate safety procedures and practices for assigned duties.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Supervise, train and evaluate performance of assigned staff.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.



## **JOB TITLE: Chief Plant Operator**

### **Experience and/or Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

### **Experience:**

Three years of increasingly responsible experience supervising wastewater operations.

### **Education:**

Equivalent to a Bachelor's degree from an accredited college or university with major course work in environmental science, engineering, or a related field. Additional experience may substitute for the required education. Equivalence would typically be two years of additional experience for one year of education.

## **SPECIAL QUALIFICATIONS**

### **License and Certificate:**

Possession of a valid California or Nevada Class C Driver License is required at time of appointment.

Possession of a Wastewater Treatment Operator Grade V Certificate issued by the California State Water Resources Control Board.

Possession of, or ability to obtain a forklift certification is required within six months of appointment.

Possession of, or ability to obtain a confined space certification within six months of appointment.

Persons employed in this classification are required to participate in Agency provided training to acquire basic First Aid and Cardiopulmonary Resuscitation (CPR) certificates during the initial 12 months of employment and continued maintenance of a valid certificate as a condition of employment for this position.

Possession of, or ability to obtain a 40-hour Hazwoper Hazardous Materials Technician Level III certification within six months of appointment.

## **PHYSICAL REQUIREMENTS**

Position self and intermittently move so as to access, maintain, clean, repair and/or install equipment; intermittently move, traverse and position self around the office, control rooms, laboratory or job site while performing work activities and to reach needed items; work effectively for long periods of time at a desk or table in a control room, or while driving vehicle or operating equipment; position self to adjust equipment, use tools to review work of others or access low or high items; ascend and descend stairs, ladders or step stools to reach elevated platforms, equipment or other items and to access areas out of reach; manipulate, operate, activate and adjust equipment and tools; and move or transport weight of 50 pounds or less.

**JOB TITLE: Chief Plant Operator**

Ability to wear a self-contained breathing apparatus (SCBA) and Full-Face Air Purifying Respirator (APR).

**WORKING/ENVIRONMENTAL CONDITIONS**

Work is performed in both an indoor office environment and outdoors with exposure to confined spaces and all weather conditions, and includes working on or operating equipment and working on elevated platforms. Position may require work outside of regular business hours, as well as occasional weekend work.

**TAHOE-TRUCKEE SANITATION AGENCY**  
**Class Specification**

**Job Title: CMMS-GIS Technician**

**Department: Maintenance**

**FLSA Status: NON EXEMPT**

**Revised as of: 07/2025**

**DEFINITION**

Performs a variety of technical duties in the development, implementation and maintenance of the Agency's Computerized Maintenance Management System (CMMS) and Geographic Information System (GIS) for the management of assets and work operations.

**DISTINGUISHING CHARACTERISTICS**

Employees within this journey-level class perform the full range of duties as assigned including maintaining, implementing and utilizing CMMS and GIS. Employees at this level receive minimal instruction or assistance, and are fully aware of the operating procedures and policies of the work unit.

**SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives general supervision from the Information Technology Supervisor.

**EXAMPLES OF ESSENTIAL DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Performs technical duties involving the maintenance and implementation of the Agency's CMMS; coordinates updates and revisions to the CMMS.
- Coordinates with vendors, consultants, and internal departments to gather asset information and develops a comprehensive database as the foundation for the CMMS.
- Ensures the proper creation of new asset entries and modifies asset characteristics.
- Participates in the development of procedures to collect and maintain data records, including assignment of asset codes, asset data catalogs, and population of life cycle costs, timing and criticalities.
- Reviews Work Orders and Service Requests to ensure quality of work flow and provides necessary reviews, comments, training and/or corrections to situations as needed; creates and maintains employee accounts in CMMS.
- Works with internal departments to incorporate preventative and recurring maintenance activities into the CMMS.
- Guides the development of tailored and standardized reporting structures within the CMMS program as needed to provide quantifiable performance metrics and other related statistics.
- Provides daily internal customer service and long-term guidance to CMMS users in the operation and capabilities of the program.

## **CLASS TITLE: CMMS-GIS Technician**

- Participates in the development of maintenance management and control policies and procedures.
- Assists in the development of protocols for the standardization of data entry.
- Supports the GIS program by incorporating new data into existing map layers, making data corrections, performing quality control and developing and maintaining associated base map control.
- Prepares updates to facility maps and associated asset data using ESRI software as necessary to include as-built information.
- Assists staff in various departments by running data queries, performing data analysis, updating data and maps, and providing general mapping expertise.
- Assists with the development of CMMS and GIS procedures and distributes CMMS and GIS data to end users.
- Ensures the integrity of data structures and hard files.
- Generates reports, analyzes equipment records and asset records, and similar information for accuracy and completeness.
- Develops quality control procedures to ensure consistency.
- Represents the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.
- Builds and maintains positive working relationships with co-workers, other Agency employees and the public using principles of good customer service.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

## **QUALIFICATIONS**

### **Knowledge of:**

- Principles of asset processes and data flow.
- CMMS software and hardware systems including implementation and maintenance.
- Basic geographic information system (GIS) concepts, principles, and analytical techniques, including computerized mapping and attribute-data conversion, manipulation and analysis.
- Principles and practices of relational database design and development.
- Demonstrated understanding of CMMS and GIS system information and data security.
- SQL query fundamentals and report building.
- KPI and dashboarding principles.
- Reliability Centered Maintenance and/or Predictive Maintenance concepts.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.
- Safe work practices.

## **CLASS TITLE: CMMS-GIS Technician**

- Principles and practices of customer service.

### **Ability to:**

- Coordinate the collection of capital asset information; develop and employ methods that ensure accurate data collection.
- Assist users in understanding the development, implementation, and maintenance of the CMMS for managing T-TSA assets.
- Utilize the CMMS to capture asset data to help streamline capital planning, track condition data, preventative maintenance schedules, and maintenance costs.
- Train various user groups in the proper use of the CMMS.
- Develop recommendations for key problem areas and implement and/or monitor changes.
- Prepare clear and concise reports, tables, schedules, summaries, and other materials in statistical and narrative form.
- Understand the operations of T-TSA and collect, interpret and integrate relevant data from multiple sources.
- Understand and carry out oral and written instructions, and prioritize workload to meet deadlines.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Maintain regular attendance and adhere to prescribed work schedule to conduct job responsibilities.
- Utilize appropriate safety procedures and practices for assigned duties.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

#### **Experience:**

Two years of responsible experience in the maintenance and implementation of an asset management system. Administrator-level within the asset management system is highly desirable. Crystal Reports experience is highly desirable.

#### **Education:**

Equivalent to an Associate's degree from an accredited college or university with major course work in computer science, information technology, GIS, or a related field.

## **CLASS TITLE: CMMS-GIS Technician**

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

### **PHYSICAL REQUIREMENTS**

Work effectively for long periods of time at a desk, table, counter; intermittently move, traverse and position self while performing work activities; ascend and descend stairs, ladders or step stools to inspect or reach equipment or other items and to access areas out of normal reach; manipulate, operate, activate and adjust equipment and tools; position self to adjust office and field equipment or to access low or high items; discern hazard warning signs, and discern and respond to announcements and alarms, move or transport weight of 25 pounds or less.

### **WORKING/ENVIRONMENTAL CONDITIONS**

Work is performed in a typical temperature controlled office environment subject to typical office noise and environment. In addition, this position is exposed to all weather conditions while conducting field work.

TAHOE-TRUCKEE SANITATION AGENCY

Class Specification

**Job Title: Electrical and Instrumentation Supervisor**

Department: Maintenance

FLSA Status: NON EXEMPT

Revised as of: **07/2025**

**DEFINITION**

Plans, organizes, directs and supervises the installation, operation, maintenance and repair of a wide variety of electrical, operational technology, and instrumentation equipment used in wastewater treatment facility operations within the Maintenance Department; and performs a variety of technical tasks relative to assigned area of responsibility.

**DISTINGUISHING CHARACTERISTICS**

The Electrical and Instrumentation Supervisor position performs full supervisory responsibilities including planning, assigning and evaluating the work of subordinates.

**SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives general direction from the Maintenance Manager. Exercises direct supervision over assigned technical staff.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class, and are not intended to be an inclusive list.*

- Develops and implements goals and objectives related to assigned sections; establishes schedules and methods for the installation, operation, maintenance and repair of a wide variety of electrical, instrumentation, and operational technology equipment; implements policies and procedures.
- Plans, prioritizes, assigns, supervises, reviews and evaluates the work of staff involved in electrical, instrumentation, and operational technology installations, maintenance and repair.
- Evaluates operations and activities; recommends improvements and modifications; prepares various reports on operations and activities.
- Assists Maintenance Department Manager in developing and administering section budget; prepares cost estimates for budget recommendations; submits justifications for equipment, materials and supplies; monitors and controls expenditures.
- Recommends to Maintenance Department Manager the selection of staff; provides or coordinates staff training; works with employees to correct deficiencies; implements discipline procedures; evaluates employee performance; drafts and conducts performance evaluations.
- Assesses, schedules, and assigns predictive and preventive maintenance tasks; troubleshoots electrical, instrumentation, and operational technology equipment and systems; estimates time, cost, labor and material needs, and orders necessary equipment and materials.

### **JOB TITLE: Electrical and Instrumentation Supervisor**

- Inspects locations where work is being performed, both on-site and off-site; ensures conformity with repair requisitions, submittals, plans, diagrams and specifications; determines special equipment needs and assesses and identifies solutions to problems; accurately diagnoses electronic, electromechanical, instrumentation, and operational technology malfunctions.
- Prepares bid specifications and requisitions; assists in the preparation of plans; reviews bid documents to ensure accuracy.
- Performs confined space entries to operate and maintain electrical, instrumentation, and operational technology equipment, if needed.
- Works collaboratively with the Safety Compliance Coordinator to identify hazards and ensure safe work procedures and processes are in place and followed.
- Coordinates electrical, instrumentation, and operational technology work with other Agency departments and other entities as needed; and assists staff with implementing changes.
- Operates a forklift to transport, load and unload materials, supplies and equipment, as needed.
- Answers questions and provides information to the public; investigates complaints and recommends corrective action as necessary to resolve complaints.
- Represents the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.
- May be assigned to temporally assume the duties of the Maintenance Manager during their absence.
- Builds and maintains positive working relationships with co-workers, other Agency employees and the public using principles of good customer service.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

### **QUALIFICATIONS**

#### **Knowledge of:**

- Principles and practices of electrical, instrumentation, and operational technology equipment and their operation.
- Methods for the design, preparation and review of plans and specifications for installation, maintenance, operation, testing and repair of electrical, instrumentation, and operational technology equipment and processes used for a wastewater treatment facility.
- Methods and procedures for instrumentation and operational technology communications systems including signaling, analog, digital and fieldbus and related technologies used for a wastewater treatment facility.
- Equipment, tools and materials used in the installation, operation, maintenance and repair of a wide variety of recording and metering devices, control apparatus, radio and cellular telemetering equipment, recording and data logging devices, communication systems, variable frequency drives and other electrical, instrumentation, and operational technology equipment used in the wastewater treatment facility operations.
- Methods and procedures for diagnosing industrial electrical, electronic, electromechanical, instrumentation, and operational technology malfunctions.
- Programmable Logic Controllers (PLC) hardware and software, including installation, configuration, and maintenance.



### **JOB TITLE: Electrical and Instrumentation Supervisor**

- PLC programming languages such as Ladder Logic, Structured Text, and Function Block Diagram.
- Methods of troubleshooting to diagnose and resolve issues related to PLC systems, ensuring minimal downtime and optimal performance.
- Principles for maintaining and updating PLC systems to ensure reliability and efficiency.
- Methods and procedures related to asset management.
- Methods and procedures of competitive bidding processes including how to review and prepare accurate equipment plans and specifications.
- Principles and practices of supervision, training and evaluating performance.
- Principles and practices of budget monitoring.
- Principles and practices of safety management.
- Pertinent local, State and Federal laws, ordinances and rules including NFPA 70E standards for electrical workplace safety.
- Modern office practices, methods, and computer equipment including relevant software programs and fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.
- Safe work practices.
- May be required to work unusual hours, shifts, and be available for standby and callback duty.
- Principles and practices of customer service.

#### **Ability to:**

- Organize, implement, and direct the installation, operation, maintenance and repair of a wide variety of electrical systems, recording and metering devices, control apparatus, radio and cellular telemetering equipment, recording and data logging devices, PLC's, communication systems, variable frequency drives and other electrical, instrumentation, and operational technology equipment used in the wastewater treatment facility operations.
- On an ongoing basis, know and understand all requirements and essential aspects of the job including laws, regulations, rules and codes related to area of assignment; know and observe safety rules and identify hazards; intermittently locate, analyze, detect and diagnose problem equipment and determine solutions; train and explain processes to others; when so assigned, observe performance and provide input into review and evaluation of the work of others; problem solve issues related to area of assignment; remember various processes and requirements and how to operate equipment; intermittently access, review, and interpret and adjust or enter data on work orders, reports and other documents; identify, interpret and communicate technical and numerical information.
- Assist in the development and monitoring of an assigned program budget.
- Interpret and explain pertinent Agency and department policies and procedures.
- Diagnose electrical, electromechanical, instrumentation, and operational technology malfunctions.
- Interpret, understand and explain instrumentation submittals, PLC code, drawings, sketches, plans and specifications.
- Accurately estimate time, labor and materials for proposed work.
- Develop and recommend policies and procedures related to assigned operations.

## **JOB TITLE: Electrical and Instrumentation Supervisor**

- Understand and carry out oral and written instructions, and prioritize workload to meet deadlines.
- Read, write and comprehend the English language at a level necessary for effective job performance, exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Maintain regular attendance and adhere to prescribed work schedule to conduct job responsibilities.
- Use safety precautions related to all work performed including that which occurs in hazardous environments such as confined space.
- Adhere to and utilize appropriate Agency safety policies, procedures and practices and utilize appropriate Personal Protection Equipment.
- Function in confined spaces and/or hazardous environment.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Supervise, train and evaluate performance of assigned staff.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

### **Experience:**

Five years of increasingly responsible journey level experience in the installation, maintenance and repair of electrical, instrumentation, and operational technology equipment within a wastewater treatment facility; and including one year providing technical and/or functional supervision over assigned personnel.

### **Education:**

Equivalent to the completion of the twelfth grade supplemented by college or trade school course work in engineering, electrical, instrumentation and/or control systems or a related field.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession of a CWEA Electrical Instrumentation Technology Grade IV Certification is required within four qualifying test cycles (approximately 12 months) upon meeting testing eligibility requirements.

Possession of, or ability to obtain a forklift certification within six months of appointment.

### **JOB TITLE: Electrical and Instrumentation Supervisor**

Possession of, or ability to obtain a confined space certification within six months of appointment.

Possession of, or ability to obtain a Manlift certification, within twelve (12) months of employment.

Persons employed in this classification are required to participate in Agency provided training to acquire basic First Aid and Cardiopulmonary Resuscitation (CPR) certificates during the initial 12 months of employment and continued maintenance of a valid certificate as a condition of employment for this position.

Possession of, or ability to obtain a 40-hour Hazwoper Hazardous Materials Technician Level III certification within six months of appointment.

#### **PHYSICAL REQUIREMENTS**

Position self and intermittently move so as to access, maintain, clean, repair and/or install equipment; intermittently move, traverse and position self around the office, shop or job site while performing work activities and to reach needed items; Work effectively for long periods of time at a desk, table, counter, confined space, in a shop, or while driving vehicle or operating equipment; position self to adjust equipment, use tools to review work of others or to access low or high items; ascend and descend stairs, ladders or step stools to reach equipment or other items and to access areas out of reach; manipulate, operate, activate and adjust equipment and tools; and move or transport weight of 75 pounds or less.

Ability to wear a self-contained breathing apparatus (SCBA) and Full-Face Air Purifying Respirator (APR).

#### **WORKING/ENVIRONMENTAL CONDITIONS**

Work is performed in a plant environment subject to typical plant noise and environment conditions. Many duties expose the incumbent to outdoor conditions and exposure to all weather conditions, along with possible exposure to chemicals (dust, gases, liquids, solids, fumes) odors and noise.

**TAHOE-TRUCKEE SANITATION AGENCY**

**Class Specification**

**Job Title: Electrical and Instrumentation Technician I/II/III**

**Department: Maintenance**

**FLSA Status: NON EXEMPT**

**Revised as of: 07/2025**

**DEFINITION**

Performs technical duties in the installation, operation, maintenance and repair of a wide variety of electrical and instrumentation equipment used in wastewater treatment facility operations within the Maintenance Department; and provides support to an assigned supervisor.

**DISTINGUISHING CHARACTERISTICS**

Electrical and Instrumentation Technician I - This is the entry level class in the Electrical and Instrumentation Technician series. Positions in this class typically have little directly related work experience. The Electrical and Instrumentation Technician I class is distinguished from the II level by the performance of less than the full range of duties assigned to the II level. Incumbents work under immediate supervision while learning job tasks, progressing to general supervision as procedures and processes of assigned area of responsibility are learned.

Electrical and Instrumentation Technician II - This is the second level class in the Electrical and Instrumentation Technician series and is distinguished from the I level by the assignment of the full range of duties, with only occasional instruction or assistance needed as new, unusual or unique situations arise and are fully aware of the operating procedures and policies within the work unit. Positions in this class are flexibly staffed and are normally filled by advancement from the I level once the incumbent meets the qualification standards of the II level, demonstrates an ability to perform the full scope of the work, and meets all other performance standards.

Electrical and Instrumentation Technician III - This is the full journey level in the Electrical and Instrumentation Technician series. It is distinguished from the Electrical and Instrumentation Technician II by the ability to perform the full range of duties assigned. Positions in this class are flexibly staffed and are normally filled by advancement from the II level once the incumbent meets the qualification standards of the III level, demonstrates an ability to perform the full scope of the work, and meets all other performance standards.

## **JOB TITLE: Electrical and Instrumentation Technician I/II/III**

### **SUPERVISION RECEIVED AND EXERCISED**

#### **Electrical and Instrumentation Technician I**

Reports directly to, and receives immediate supervision from the Electrical and Instrumentation Supervisor, or designee.

#### **Electrical and Instrumentation Technician II**

Reports directly to, and receives general supervision from the Electrical and Instrumentation Supervisor.

#### **Electrical and Instrumentation Technician III**

Reports directly to, and receives general supervision from the Electrical and Instrumentation Supervisor.

**EXAMPLES OF DUTIES (for E&I Technician I/II/III):** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Performs technical work on a wide variety of electrical and instrumentation equipment used in wastewater treatment facility operations.
- Operates process calibrators and controllers to configure, program, calibrate, and start-up plant instrumentation and control systems.
- Inspects electrical equipment, electronic systems and telemetry equipment for proper operation.
- Performs work at on-site areas, as well as off-site monitoring stations requiring the use of an Agency vehicle.
- Programs, troubleshoots, and repairs Variable Frequency Drives and other equipment.
- Installs new equipment and parts, including conduit and wiring.
- Performs preventative and corrective maintenance on plant instrumentation, controls, and electrical systems; disassembles and replaces worn or broken parts; realigns equipment.
- Estimates time, materials and prioritizes jobs as required for various tasks.
- Performs confined space entries to service equipment.
- Assists, communicates with, and coordinates with Information Technology for troubleshooting of process controls and with Operations to achieve proper process control efficiency.
- Recommends upgrades for instrumentation and control systems; orders replacement parts for repairs as authorized.
- Maintains accurate maintenance records; completes reports and other documentation as required; enters and retrieves information electronically.
- Utilizes Computerized Maintenance Management System (CMMS) to track work orders, preventative maintenance and asset management.
- Creates, maintains and verifies instrumentation and electrical engineering drawings.

## **JOB TITLE: Electrical and Instrumentation Technician I/II/III**

- Operates a forklift to transport, load and unload materials, supplies and equipment, as assigned.
- Represents the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.
- Builds and maintains positive working relationships with co-workers, other Agency employees and the public using principles of good customer service.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

### **QUALIFICATIONS**

#### Electrical and Instrumentation Technician I

##### **Knowledge of:**

- Basic principles and practices of industrial electrical systems, electronic equipment and instrument operation.
- Basic principles and practices of the design, preparation and review of plans and specifications.
- Basic methods and procedures for instrumentation communications systems including signaling, analog, digital and fieldbus and related technologies used in a wastewater treatment facility.
- Basic use of equipment, tools and materials common in the installation, operation, maintenance and repair of a wide variety of recording and metering devices, control apparatus, radio and cellular telemetering equipment, recording and data logging devices, communication systems, variable frequency drives and other electrical and instrumentation equipment used in the wastewater treatment facility operations.
- Basic methods and procedures for diagnosing electrical systems, electronic, electromechanical, and instrumentation malfunctions and the processes and equipment.
- Modern office practices, methods, and computer equipment including relevant software programs and including fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.
- Safe work practices.
- Principles and practices of customer service.

##### **Ability to:**

- Learn to perform the installation, operation, maintenance and repair of a wide variety of electrical and instrumentation equipment used in wastewater treatment facility operations.
- Learn to know and understand all requirements and essential aspects of the job including laws, regulations, rules and codes related to area of assignment; learn to know and observe safety rules and identify hazards; learn to intermittently locate, analyze, detect and diagnose problem equipment and determine solutions; train and explain processes to others; learn to problem solve issues related to area of assignment; remember various processes and requirements and

## **JOB TITLE: Electrical and Instrumentation Technician I/II/III**

how to operate equipment; learn to intermittently access, review, and interpret and adjust or enter data on work orders, reports and other documents; identify, interpret and communicate technical and numerical information.

- Learn to diagnose electrical, electronic, electromechanical and instrumentation malfunctions.
- Learn to interpret, understand and explain electrical and instrumentation submittals, drawings, sketches, plans and specifications.
- Understand and carry out oral and written instructions, and prioritize workload to meet deadlines.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Maintain regular attendance and adhere to prescribed work schedule to conduct job responsibilities.
- Function in confined spaces and/or hazardous environment.
- Use safety precautions related to all work performed including that which occurs in hazardous environments such as confined space.
- Adhere to and utilize appropriate Agency safety policies, procedures and practices and utilize appropriate Personal Protection Equipment.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

#### **Experience:**

Two years of experience in the installation, maintenance and repair of industrial electrical, instrumentation and control systems.

#### **Education:**

Equivalent to the completion of the twelfth grade supplemented by college or trade school course work in engineering, electrical, instrumentation and/or control systems or a related field. Equivalence would typically be two years of additional experience for one year of education.

## **JOB TITLE: Electrical and Instrumentation Technician I/II/III**

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession of a CWEA Electrical Instrumentation Technician I certificate is required within four qualifying test cycles of appointment (approximately 12 months). Testing progression schedule to be determined and monitored by direct supervisor/manager.

Possession of, or ability to obtain a forklift certification within six months of appointment.

Possession of, or ability to obtain a confined space certification within six months of appointment.

Persons employed in this classification are required to participate in Agency provided training to acquire basic First Aid and Cardiopulmonary Resuscitation (CPR) certificates during the initial 12 months of employment and continued maintenance of a valid certificate as a condition of employment for this position.

Possession of, or ability to obtain a 40-hour Hazwoper Hazardous Materials Technician Level III certification within six months of appointment.

### **Electrical and Instrumentation Technician II**

In addition to the qualifications for the Electrical and Instrumentation Technician I:

#### **Knowledge of:**

- General principles and practices of industrial electrical systems, electronic equipment and instrument operation.
- Specific principles and practices of the design, preparation and review of plans and specifications for installation, maintenance, operation, testing and repair of electrical and instrumentation equipment and processes used for a wastewater treatment facility.
- Methods and procedures for instrumentation communications systems including signaling, analog, digital and fieldbus and related technologies used for a wastewater treatment facility.
- Equipment, tools and materials used in the installation, operation, maintenance and repair of a wide variety of recording and metering devices, control apparatus, radio and cellular telemetering equipment, recording and data logging devices, communication systems, variable frequency drives and other electrical and instrumentation equipment used in the wastewater treatment facility operations.
- Methods and procedures for diagnosing electrical, electronic, electromechanical, and instrumentation malfunctions and the processes and equipment needed to perform repairs or replacements for a wastewater treatment facility.



## **JOB TITLE: Electrical and Instrumentation Technician I/II/III**

- Methods and procedures of competitive bidding processes including how to review and prepare accurate equipment plans and specifications.

### **Ability to:**

- Independently perform technical duties in the installation, operation, maintenance and repair of a wide variety of electrical and instrumentation equipment used in wastewater treatment facility operations.
- On an ongoing basis, know and understand all requirements and essential aspects of the job including laws, regulations, rules and codes related to area of assignment; know and observe safety rules and identify hazards; intermittently locate, analyze, detect and diagnose problem equipment and determine solutions; train and explain processes to others; when so assigned, observe performance and input into review and evaluation of the work of others; problem solve issues related to area of assignment; remember various processes and requirements and how to operate equipment; intermittently access, review, and interpret and adjust or enter data on work orders, reports and other documents; identify, interpret and communicate technical and numerical information.
- Diagnose electrical systems, electronic, electromechanical and instrumentation malfunctions.
- Interpret, understand and explain electrical and instrumentation submittals, drawings, sketches, plans and specifications.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

#### **Experience:**

Two years of responsible work experience similar to Electrical and Instrumentation Technician I with T-TSA.

#### **Education:**

Equivalent to the completion of the twelfth grade supplemented by college or trade school course work in engineering, electrical, instrumentation and/or control systems or a related field. Equivalence would typically be two years of additional experience for one year of education.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession of a CWEA Electrical Instrumentation Technician II certificate is required at time of appointment for internal candidate; or within four qualifying test cycles of appointment

## **JOB TITLE: Electrical and Instrumentation Technician I/II/III**

(approximately 12 months) upon meeting testing eligibility requirements for external candidate. Testing progression schedule to be determined and monitored by direct supervisor/manager.

Possession of, or ability to obtain a forklift certification within six months of appointment.

Possession of, or ability to obtain a confined space certificate within six months of appointment.

Persons employed in this classification are required to participate in Agency provided training to acquire basic First Aid and Cardiopulmonary Resuscitation (CPR) certificates during the initial 12 months of employment and continued maintenance of a valid certificate as a condition of employment for this position.

Possession of, or ability to obtain a 40-hour Hazwoper Hazardous Materials Technician Level III certification within six months of appointment.

### **Electrical and Instrumentation Technician III**

In addition to the qualifications for the Electrical and Instrumentation Technician II:

#### **Knowledge of:**

- Advanced principles and practices of industrial electrical systems, electronic equipment and instrument operation including specific principles and practices of the design, preparation and review of plans and specifications for installation, maintenance, operation, testing and repair of electrical and instrumentation equipment and processes used for a wastewater treatment facility.
- Advanced methods and procedures for instrumentation communications systems including signaling, analog, digital and fieldbus and related technologies used for a wastewater treatment facility.
- Methods and procedures for diagnosing the more complex electrical, electronic, electromechanical, and instrumentation malfunctions and the processes and equipment needed to perform repairs or replacements for a wastewater treatment facility.

#### **Ability to:**

- Perform the most complex and difficult duties related to the installation, operation, maintenance and repair of a wide variety of electrical and instrumentation equipment used in wastewater treatment facility operations.
- Diagnose complex electrical, electronic, electromechanical and instrumentation malfunctions.
- Assist with the training of new staff.

#### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

## **JOB TITLE: Electrical and Instrumentation Technician I/II/III**

### **Experience:**

Two years of responsible work experience similar to Electrical and Instrumentation Technician II with the T-TSA.

### **Education:**

Equivalent to the completion of the twelfth grade supplemented by college or trade school course work in engineering, electrical, instrumentation and/or control systems or a related field.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession of a CWEA Electrical Instrumentation Technician III certificate is required at time of appointment for internal candidate; or within four qualifying test cycles of appointment (approximately 12 months) upon meeting testing eligibility requirements for external candidate.

Possession of, or ability to obtain a forklift certification within six months of appointment. Testing progression schedule to be determined and monitored by direct supervisor/manager.

Possession of, or ability to obtain a confined space certificate within six months of appointment.

Persons employed in this classification are required to participate in Agency provided training to acquire basic First Aid and Cardiopulmonary Resuscitation (CPR) certificates during the initial 12 months of employment and continued maintenance of a valid certificate as a condition of employment for this position.

Possession of, or ability to obtain a 40-hour Hazwoper Hazardous Materials Technician Level III certification within six months of appointment.

### **PHYSICAL REQUIREMENTS (for E&I Technician I/II/III)**

Position self and intermittently move so as to access, maintain, clean, repair and/or install equipment; intermittently move, traverse and position self around the office, shop or job site while performing work activities and to reach needed items; work effectively for long periods of time at a desk, table, counter, in a shop, confined space, or while driving vehicle or operating equipment; position self to adjust equipment, use tools to review work of others or to access low or high items; ascend and descend stairs, ladders or step stools to reach equipment or other items and to access areas out of reach; manipulate, operate, activate and adjust equipment and tools; and move or transport weight of 50 pounds or less.

**JOB TITLE: Electrical and Instrumentation Technician I/II/III**

Ability to wear a self-contained breathing apparatus (SCBA) and Full-Face Air Purifying Respirator (APR).

**WORKING/ENVIRONMENTAL CONDITIONS (for E&I Technician I/II/III)**

Work is performed in a plant environment subject to typical plant noise and environment conditions. Many duties expose the incumbent to outdoor conditions, along with exposure to all weather conditions and possible exposure to chemicals (dust, gases, liquids, solids, fumes), odors and noise.

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## TAHOE-TRUCKEE SANITATION AGENCY

### Class Specification

#### **Job Title: Engineering Technician**

**Department: Technical Services**

**FLSA Status: NON-EXEMPT**

**New: 07/2025**

#### **DEFINITION**

Under general supervision, performs a variety of technical office and/or field duties in support of the Agency's engineering activities, projects, and programs; conducts research, data collection, inspections and surveys; prepares and maintains project files, engineering records, and related databases; provides technical information and assistance to professional staff and the public; and performs related duties as assigned.

#### **DISTINGUISHING CHARACTERISTICS**

This journey level class is responsible for independently performing technical duties in support of Agency engineering programs, projects, and activities. Positions at this level exercise judgement and initiative in their assigned tasks, receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit.

#### **SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives general supervision from the Technical Services Department Manager. Exercises no direct supervision over staff.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Assists in the processing, preparation, and interpretation of designs, plans, estimates, and reports pertaining to the construction, maintenance, and repair of wastewater and recycled water infrastructure; ensures compliance with design standards, codes, regulations, and Agency requirements.
- Performs a variety of technical duties in support of capital improvement projects and project management staff during various project phases including planning, design, construction, and close out; coordinates assigned project tasks with a variety of internal staff and external stakeholders; keeps project managers apprised of assigned tasks, status of assignments, findings, and recommendations.
- Conducts research, gathers data, and performs field, office, and computer-aided studies; prepares periodic and special reports based on findings from research, studies, and surveys; and makes recommendations on findings.

## **JOB TITLE: Engineering Technician**

- Performs data collection in the field; operates field survey equipment to assist in the design of engineering improvements and projects; enters, reviews, and updates information in various databases compiles data and prepares reports.
- Performs field investigations and/or inspections of existing conditions for infrastructure projects or new construction; ensures worksites are safe and that project/construction activities comply with approved plans, Agency quality standards and specifications.
- Performs a variety of engineering and mathematical computations and calculations.
- Prepares written correspondence, documents, and presentation materials, including photos, graphs, exhibits, maps, and other materials for Agency reports and projects.
- Provides technical support for procurement processes; researches products and vendors, solicits quotes, compares costs, and evaluates quality of products; participates in the bidding process as necessary.
- Performs technical work for the plant/pipeline operations and maintenance programs, as assigned.
- Conducts research to identify technological innovations and advancements related to wastewater treatment and system optimization; makes recommendations to enhance operational efficiencies.
- Provides technical support and assistance to Agency finance staff related to grant-funded capital improvement projects; assists with the identification, application, and management of grant funds.
- Maintains and updates various engineering records and files, including plans, studies, inspections, surveys, maps, and other related data; prepares, updates, reproduces, and distributes maps, drawings, blueprints, and other information recorded in the Geographic Information System (GIS).
- Observes and complies with all Agency and mandated safety rules, regulations, and protocols.
- Performs related duties as required.

## **QUALIFICATIONS**

### **Knowledge of:**

- Principles, practices, terminology, and concepts used in engineering and technical engineering support work including design, drafting, surveying, mapping, and construction operations, services, and activities related to wastewater conveyance and treatment facilities, systems, and infrastructure.
- Drafting symbols, methods, practices, techniques, and instruments used in engineering and mapping.
- Engineering plan types, review practices, and permit filing and approval procedures.
- Methods and techniques of preparing, reading, and interpreting engineering drawings, maps, charts, and related documents.
- Methods and techniques of conducting site inspections and developing plans and maps, including construction methods, procedures, standards, and materials.
- Agency design standards and specifications.
- Technical engineering mathematics.

### **JOB TITLE: Engineering Technician**

- Current engineering developments and trends related to wastewater treatment, conveyance systems, plant and pipeline operations.
- Applicable federal, state, and local laws, codes, and regulations as well as industry standards and best practices pertinent to the assigned area of responsibility.
- Principles and procedures of recordkeeping, document processing, and filing systems.
- Agency and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service, by effectively interacting with the public, member districts, vendors, contractors, and Agency staff.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.

#### **Ability to:**

- Perform technical engineering duties in support of assigned engineering program/function.
- Review, understand, and interpret technical plans.
- Prepare, update, and review a variety of engineering designs, plans, specifications, maps, graphic materials, cost estimates, and engineering reports.
- Read and interpret plans, specifications, diagrams and maps.
- Safely and effectively use and operate tools, instruments, vehicles, and equipment required for the work.
- Perform mathematical and engineering computations with accuracy.
- Effectively use Computer Aided Drafting, CMMS, and GIS software; create, edit, and plot geographic information systems data and graphics, compile and analyze geographic information systems data.
- Perform a variety of data gathering and compilation for engineering studies.
- Operate engineering and survey field equipment and instrumentation.
- Ensure construction activities comply with plans and Agency standards and specifications.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Establish and maintain a variety of filing, record keeping, and tracking systems.
- Adhere to and utilize appropriate safety policies, procedures and practices.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.

## **JOB TITLE: Engineering Technician**

- Represent the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

### **Experience:**

Three (3) years of increasingly responsible experience performing technical civil engineering support work.

### **Education:**

Equivalent to completion of the twelfth (12<sup>th</sup>) grade, supplemented by college level coursework in engineering, drafting, mathematics, computer-aided design, construction management, or a related field.

## **SPECIAL QUALIFICATIONS**

### **License and Certificate:**

Possession of a valid California or Nevada Class C Driver License is required at the time of appointment.

Possession of, or ability to obtain a confined space certification within six months of appointment.

Persons employed in this classification are required to participate in Agency provided training to acquire basic First Aid and Cardiopulmonary Resuscitation (CPR) certificates during the initial 12 months of employment and continued maintenance of a valid certificate as a condition of employment for this position.

Possession of, or ability to obtain a 40-hour Hazwoper Hazardous Materials Technician Level III certification within six months of appointment.

## **PHYSICAL REQUIREMENTS (for Assistant and Associate Engineer)**

When assigned to an office environment, must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone; ability to stand and walk between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information.

When assigned to field inspection, must possess mobility to work in changing site conditions; possess the strength, stamina, and mobility to perform light to medium physical work; to sit, stand, and walk on level, uneven, or slippery surfaces; to reach, twist, turn, kneel, and bend, to



### **JOB TITLE: Engineering Technician**

climb and descend ladders; and to operate a motor vehicle and visit various Agency sites; vision to inspect site conditions and work in progress. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards, with exposure to hazardous materials in some site locations. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 50 pounds, or heavier weights, in all cases with the use of proper equipment and/or assistance from other staff.

#### **WORKING/ENVIRONMENTAL CONDITIONS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees also work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

Employees in this classification may be required to work outside of regular business hours, including occasional weekend work.

## TAHOE-TRUCKEE SANITATION AGENCY

### Class Specification

#### **Job Title: Executive Assistant/Board Clerk**

**Department: General Manager**

**FLSA Status: NON EXEMPT**

**Revised as of: 07/2025**

#### **DEFINITION**

Under general supervision, performs a variety of responsible, confidential, and complex administrative and programmatic support duties for the General Manager, the Board of Directors, and other management staff requiring thorough knowledge of Agency services, policies, procedures, and operational details; serves as the Administrative Assistant to the Board of Directors and facilitates, records, and documents Board meetings; interacts frequently with the public and provides information or directs questions and requests to appropriate staff; and performs related duties as assigned.

#### **DISTINGUISHING CHARACTERISTICS**

This journey-level classification is responsible for independently performing technical and specialized administrative duties in support of the General Manager, Board of Directors, and Agency management staff. Positions at this level exercise judgement and initiative in their assigned tasks, receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit.

#### **SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives general supervision from, the General Manager. Exercises no direct supervision over staff.

**EXAMPLES OF ESSENTIAL DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Performs a variety of responsible, confidential, and complex administrative support duties for the General Manager, Board of Directors, and management staff; provides administrative and technical support for a variety of Agency programs, projects, and activities.
- Serves as the Board Administrative Assistant; attends a variety of Board meetings; prepares meeting agendas and gathers background information for agenda items; assembles and distributes agenda packets, meeting records and all enclosures for mailings; sets up meeting rooms; prepares meeting minutes, distributes documents resulting from Board action; prepares legal and informational notices on behalf of the Agency.
- Maintains a calendar of activities, meetings, and various events for the General Manager, Board of Directors, and other management staff; coordinates activities with other Agency departments, the public, and outside agencies; sets-up meeting rooms, required equipment, and refreshments.

### **JOB TITLE: Executive Assistant/Board Clerk**

- Composes, types, and edits a variety of documents including detailed and often confidential correspondence, forms, memos, reports, statistical reports, and specialized documents for the General Manager and other Agency staff; proofreads materials for accuracy, completeness, and compliance with Agency policies.
- Serves as a liaison to various individuals, stakeholders, committees, and commissions; coordinates and schedules meetings; prepares agendas; attends meetings; records all official proceedings; prepares meeting minutes and other documents.
- Prepares and processes various documents requiring knowledge of Agency programs/projects, operations and services and the ability to explain, interpret and apply federal, state and local laws, rules, regulations, codes and ordinances and Agency policies and procedures relevant to assigned areas of responsibility.
- Plans, coordinates, and prepares: event programs, certificates, awards, annual employee events, and supplies for Agency events.
- Oversees Agencywide records management program; maintains Agency Records Management Policy and ensures legally compliant retention schedules for Agency records; researches Agency documents, historical information, and other information as needed; and responds to Public Records Act requests.
- Performs Filing Officer duties on behalf of the Fair Political Practices Commission including the oversight of Statements of Economic Interest Form 700 for all designated employees; develops, implements, and maintains the Agency's Conflict of Interest Code; oversees the Biennial Review process for multi-county agencies.
- Within scope of duties, provides recommendations concerning process and procedural changes; reviews with the General Manager and implements changes upon approval.
- Responds to complaints and requests for information; assists in interpreting and applying regulations, policies, procedures, rules and precedents in response to inquiries and complaints from the public.
- Makes travel arrangements for the General Manager and management staff; registers staff for conferences and coordinates schedule, including flight and hotel reservations; reconciles expenses at conclusion of travel.
- Maintains, updates and retrieves information from Agency record systems and specialized databases; verifies accuracy of information, researches discrepancies and updates and records information; posts and maintains requested documentation and information to the Agency's website.
- Prepares and monitors the Agency surplus property program.
- Prepares annual Agency newsletter and other outreach materials.
- Observes and complies with Agency and mandated safety rules, regulations, and protocols.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

### **QUALIFICATIONS**

#### **Knowledge of:**

- Operational characteristics, services, programs, and functions of the Agency.

### **JOB TITLE: Executive Assistant/Board Clerk**

- Business administrative practices.
- Applicable Federal, State, and local laws, regulatory codes, ordinances, and procedures relevant to assigned area of responsibility.
- Functions, authority, responsibilities, and limitations of an appointed Board of Directors.
- Rules and procedures governing the notice and conduct of public meetings.
- Principles and practices used in agenda and minute preparation.
- Automated and manual records management principles and practices, including legal requirements for recording, retention, and disclosure.
- Methods and techniques of preparing technical and administrative reports and general business correspondence.
- Principles and practices of data collection and report preparation.
- Agency and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively interacting with the public, member districts, vendors, contractors, and Agency staff.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.

#### **Ability to:**

- Perform responsible and difficult administrative support work involving the use of independent judgment and personal initiative.
- Interpret and apply administrative and Agency policies, procedures, laws and regulations.
- Understand the organization and operation of the Agency and of outside agencies as necessary to assume assigned responsibilities.
- Prepare official minutes, resolutions, ordinances, clear and concise reports, correspondence, policies, procedures, and other written materials.
- Gather and compile Agency and department-specific information from a variety of sources.
- Prepare, review, and present reports, recommendations, and other correspondence and communications in a clear and concise manner.
- Compose concise and accurate business correspondence and reports.
- Prepare, interpret, summarize, and present administrative and technical information and data in an effective manner.
- Analyze situations carefully and adopt effective courses of action.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities, and meet critical time deadlines.
- Maintain confidentiality of sensitive information.
- Establish and maintain a variety of filing, record keeping and tracking systems.

## **JOB TITLE: Executive Assistant/Board Clerk**

- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Utilize appropriate safety procedures and practices for assigned duties.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.
- Represent the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

### **Experience:**

Four (4) years of increasingly responsible administrative support experience requiring the interpretation and application of laws, codes, and regulations, including two (2) years providing direct support to management level staff.

### **Education:**

Equivalent to completion of the twelfth (12<sup>th</sup>) grade, supplemented by college level coursework or specialized training in business or public administration, office administration, or a related field. Additional experience may substitute for the required education. Equivalence would typically be two years of additional experience for one year of education.

## **SPECIAL QUALIFICATIONS**

### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

## **PHYSICAL REQUIREMENTS**

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 20 pounds.

**JOB TITLE: Executive Assistant/Board Clerk**

**WORKING/ENVIRONMENTAL CONDITIONS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing divisional policies and procedures.

DRAFT

**TAHOE-TRUCKEE SANITATION AGENCY**  
**Class Specification**

**Job Title: General Manager**

**FLSA Status: EXEMPT**

**Revised as of: 04/2025**

**DEFINITION**

Plans, organizes, directs and reviews the overall activities and operations of the Tahoe-Truckee Sanitation Agency; advises and assists the Board of Directors; represents the Agency's goals and interests locally, regionally and at the State and Federal levels; provides leadership to the organization; and coordinates activities with outside agencies and the community.

**DISTINGUISHING CHARACTERISTICS**

The General Manager's duties are administrative/managerial and highly complex in nature, involving highly technical functions. The incumbent is responsible for representing and implementing the Board's policies and programs with employees, community organizations and the general public.

**SUPERVISION RECEIVED AND EXERCISED**

The General Manager reports to, and receives policy direction from the Board of Directors. Responsibilities include management authority over a large and diverse group of management, supervisory, professional, technical, and support positions whose incumbents perform the full range of administrative and operations activities for the Agency.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Directs the development and administration of strategic planning, architectural design, project management, and financial oversight through expertise in construction, infrastructure development, and workplace optimization.
- Develops, plans and implements Agency goals and objectives; develops and administers policies and procedures.
- Coordinates Agency activities between departments and with outside agencies and organizations; provides staff assistance to the Board of Directors; prepares and presents staff reports and other necessary correspondence.
- Directs, oversees and participates in the development of Agency-wide work plans; assigns work activities, projects and programs; monitors work flow; reviews and evaluates work products, methods and procedures.

## **JOB TITLE: General Manager**

- Directs the development and administration of the Agency's budget; directs the forecast of additional funds needed for staffing, equipment, materials and supplies; monitors and approves expenditures; implements mid-year adjustments as necessary.
- Prepares and submits to the Board of Directors the annual reports of financial, administrative, and operational activities; keeps the Board of Directors advised of financial conditions, program progress, regulatory issues, and the present and future needs of the Agency.
- Selects, trains, motivates and evaluates personnel; provides or coordinates staff training; conducts performance evaluations; implements discipline procedures; maintains discipline and high standards necessary for the efficient and professional operation of the Agency.
- Monitors and provides direction, as needed, for media and public relations; ensures the Agency's interests are represented with customers, stakeholders, governmental agencies, the financial community and the public.
- Coordinates with outside counsel on legal issues affecting the Agency.
- Represents the Agency to outside groups and organizations; participates in outside community and professional groups and committees; provides technical assistance as necessary.
- Researches and prepares technical and administrative reports and studies; prepares written correspondence as necessary.
- Represents the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.
- Builds and maintains positive working relationships with co-workers, other Agency employees and the public using principles of good customer service.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

## **QUALIFICATIONS**

### **Knowledge of:**

- Principles and practices of modern and highly complex public utility administration, departments, organization, and service.
- Principles and practices of effective public relations and interrelationships with community groups, local, regional, State and Federal agencies, and the public.
- Principles and practices of leadership, motivation, team building and conflict resolution.
- Pertinent local, State and Federal laws, rules and regulations.
- Organizational and management practices as applied to the analysis and evaluation of programs.
- Principles and practices of organization, administration and personnel management.
- Principles and practices of budget preparation and administration.



### **JOB TITLE: General Manager**

- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.
- Principles and practices of safety and emergency procedures.
- Principles and practices of customer service.

#### **Ability to:**

- Plan, direct and control the administration and operations of the Agency.
- On a continuous basis, know and understand requirements and all essential aspects of the job; access, review, analyze and interpret a wide variety of reports, technical data and budget documents; know and understand laws, regulations, rules and codes related to area of assignment; observe performance and review and evaluate staff; problem solve Agency related issues; remember various processes and requirements; and interpret and communicate policy, information and instructions.
- Prepare and administer Agency budgets.
- Develop and implement Agency policies and procedures.
- Supervise, train and evaluate assigned personnel.
- Gain cooperation through discussion and persuasion.
- Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
- Interpret and apply local, regional, State and Federal and Agency policies, procedures, rules and regulations.
- Understand and carry out oral and written instructions, and prioritize workload to meet deadlines.
- Read, write and comprehend the English language at a level necessary for effective job performance, exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Maintain regular attendance and adhere to prescribed work schedule to conduct job responsibilities.
- Utilize appropriate safety procedures and practices for assigned duties.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.

## **JOB TITLE: General Manager**

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

### **Experience:**

Ten years of technical (in the areas of engineering, operations, maintenance or administration), administrative and management experience that involved planning, organizing, implementing, and supervising varied wastewater programs, preferably within a public agency.

### **Education:**

Equivalent to a Bachelor's degree from an accredited college or university with major course work in engineering, business administration, public administration, or a related field. Additional experience may substitute for the required education. Equivalence would be two years of additional experience for one year of the required education.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

### **PHYSICAL REQUIREMENTS**

On a continuous basis, remain stationary at desk and in meetings for long periods of time; intermittently move, traverse and position self while performing duties; access equipment surrounding desk; activate, use and operate a computer and other office equipment; use telephone; communicate through written means; and move or transport weight of 20 pounds or less.

### **WORKING/ENVIRONMENTAL CONDITIONS**

Work is performed in a typical temperature controlled office environment subject to typical office noise and environment. Some duties expose the incumbent to outdoor conditions and to all weather conditions. Possible exposure to chemicals (dust, gases, liquids, solids, fumes), odors and noise. Position requires work both during and outside of normal office hours, including occasional weekend work, and the ability to travel.

## TAHOE-TRUCKEE SANITATION AGENCY

### Class Specification

#### **Job Title: Human Resources Administrator**

**Department: General Manager**

**FLSA Status: EXEMPT**

**Revised as of: 07/2025**

#### **DEFINITION**

Plans, organizes, reviews and performs activities and operations of Human Resources programs including recruitment, benefits, training, grievances, discipline, investigations, compliance with local, state and federal laws, and risk management; coordinates assigned activities with other departments and outside agencies; and provides highly responsible and complex administrative support to the General Manager.

#### **DISTINGUISHING CHARACTERISTICS**

The Human Resources Administrator is responsible for the development and implementation of all significant Human Resources programs, including planning, organizing, maintaining and implementing program elements.

#### **SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives general direction from the General Manager. May exercise direct supervision over assigned clerical and technical personnel.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Develops, plans and implements Human Resources program goals and objectives; recommends and administers policies and procedures.
- Coordinates Human Resources activities with those of other departments and outside agencies and organizations; provides staff assistance to the General Manager and Board of Directors; prepares and presents staff reports and other necessary correspondence.
- Manages Human Resources functions of the Agency including recruitment, benefits, training, grievances, discipline, investigations, compliance with local, State and Federal laws, risk management; participates in and/or provides information for labor-related collaborations.
- Plans, prioritizes, assigns, and supervises the work of staff involved in human resources functions.
- Develops, administers and implements the processing and maintenance of a comprehensive benefit plan including health, dental and life insurance, long-term disability, flexible spending, and other benefits.
- Develops, manages and implements and evaluates the Agency's classification and compensation plan, policies, processes, and procedures; manages, coordinates, and

## **JOB TITLE: Human Resources Administrator**

monitors the larger classification and/or compensation studies conducted on an Agency-wide basis.

- May provide or coordinate staff training; works with employees to correct deficiencies; implements discipline procedures; evaluates employee performance; drafts and conducts performance evaluations.
- Consults with and advises department managers, supervisors and employees on human resources related issues, policies, procedures.
- Participates in the development and administration of the Human Resources budget; monitors and approves expenditures; implements mid-year adjustments.
- Analyzes and recommends improvements for the Human Resources functions of the Agency; develops and implements Human Resources procedures, processes and practices.
- Oversees the maintenance of all personnel records, including benefit plan participation (insurance and pension plans), personnel transactions (e.g. hires, promotions, transfers, performance reviews, leaves of absence, terminations, etc.), and employee statistics for government reporting.
- Prepares and maintains CalOSHA injury and illness logs and related records; reviews injury reports for completeness. Coordinates workers' compensation cases and return-to-work processes.
- Oversees Department of Transportation (DOT) program for commercial drivers including drug-testing program.
- Represents the Agency to outside groups and organizations; participates in outside community and professional groups and committees; provides technical assistance as necessary.
- Researches and prepares technical and administrative reports and studies; prepares written correspondence as necessary; prepares and presents agenda items to the Board of Directors.
- Secures and manages the services of contractors and consultants in the performance of Human Resources studies and trainings; prepares and administers Human Resources contracts and agreements.
- Administers Agency health and wellness strategy and programs; develops and implements health management/well-being programs and resources.
- Represents the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.
- Builds and maintains positive working relationships with co-workers, other Agency employees and the public using principles of good customer service.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

## **JOB TITLE: Human Resources Administrator**

### **QUALIFICATIONS**

#### **Knowledge of:**

- Principles and practices of public sector Human Resources administration to include recruitment and selection, classification and pay, organizational analysis and development, performance management, employee benefits administration, leave management administration, and public retirement systems.
- Principles and practices of grievance processes, progressive discipline and labor-related collaboration.
- Principles and practices of supervision, training and evaluating performance.
- Principles and practices of leadership, motivation, team building and conflict resolution.
- Pertinent local, State and Federal laws, rules and regulations.
- Organizational and management practices as applied to the analysis and evaluation of programs.
- Principles and practices of organization, office administration.
- Principles and practices of budget preparation and administration.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.
- Safe work practices.
- Principles and practices of customer service.

#### **Ability to:**

- Plan, direct and administer the Agency's Human Resources program including recruitments, benefits, training, grievances, discipline, investigations, compliance with local, state and federal laws, and risk management.
- On a continuous basis, know and understand requirements and all essential aspects of the job; access, review, analyze and interpret a wide variety of reports, technical data and budget documents; know and understand laws, regulations, rules and codes related to area of assignment; problem solve department related issues; remember various processes and requirements; and interpret and communicate policy, information and instructions.
- Understand and convey Human Resources policies and procedures to employees, supervisors and managers.
- Maintain confidentiality related to sensitive information and personnel issues.
- Prepare and present oral presentations, perform technical writing and prepare reports, and salary and benefit surveys.
- Supervise, train and evaluate performance of assigned staff.
- Prepare and administer department budget.

## **JOB TITLE: Human Resources Administrator**

- Develop and implement department policies and procedures.
- Gain cooperation among staff and management team through discussion and persuasion.
- Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals. Interpret and apply Agency and department policies, procedures, rules and regulations.
- Understand and carry out oral and written instructions, and prioritize workload to meet deadlines.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Maintain regular attendance and adhere to prescribed work schedule to conduct job responsibilities.
- Utilize appropriate safety procedures and practices for assigned duties.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

#### **Experience:**

Five years of increasingly responsible experience in Human Resources, preferably within the public sector, with at least two (2) years of progressively responsible experience supervising Human Resources staff.

#### **Education:**

Equivalent to a Bachelor's degree from an accredited college or university with major course work in human resources, personnel management, business administration or a related field. Equivalence would typically be two years of additional experience for one year of education.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

**JOB TITLE: Human Resources Administrator**

Possession of, or ability to obtain, a SHRM-CP or equivalent certification within eighteen months of appointment.

**PHYSICAL REQUIREMENTS**

Work effectively at desk and in meetings for long periods of time; intermittently move, traverse and position self while performing duties; access equipment surrounding desk; activate, use and operate a computer and other office equipment; use telephone; communicate through written means; and move or transport weight of 20 pounds or less.

**WORKING/ENVIRONMENTAL CONDITIONS**

Work is performed in a typical temperature controlled office environment subject to typical office noise and environment. Some duties expose the incumbent to outdoor conditions and to all weather conditions. Possible exposure to chemicals (dust, gases, liquids, solids, fumes), odors and noise. Position may require work outside of regular business hours, as well as occasional weekend work and the ability to travel.

**TAHOE-TRUCKEE SANITATION AGENCY**  
**Class Specification**

**Job Title: Inventory Control Specialist**

**Department: Maintenance**

**FLSA Status: NON EXEMPT**

**Revised as of: 07/2025**

**DEFINITION**

Performs a variety of responsible duties related to the receipt, inspection, issuance, and surplus of supplies and materials; prepares items for shipment; and performs data entry for inventory and tracking purposes.

**DISTINGUISHING CHARACTERISTICS**

Employees within this journey-level class perform the full range of duties as assigned including the receipt and processing of inventory. Employees at this level receive only occasional instruction or assistance, and are fully aware of the operating procedures and policies of the work unit.

**SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives general supervision from the Maintenance Department Manager.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Receives, unpacks, counts, and inspects materials to ensure accurate quantity and quality; marks material with appropriate stock numbers; places materials in designated location; and issues material and equipment to Agency personnel.
- Receives, enters, and issues a variety of supplies and materials; researches unmarked items for issuance to correct department.
- Inspects items and notifies end user if damaged and prepares appropriate documentation.
- Participates in the Agency's surplus activities; recycles scrap materials.
- Participates in performing physical inventories as necessary.
- Performs snow removal, janitorial duties, general clean-up, and routine maintenance on Agency property as directed.
- Operates a forklift and/or overhead hoist to relocate supplies or equipment.
- Assists other personnel as may be required.
- Prepares items for shipping and coordinates with outside freight companies.
- Loads, unloads and delivers items to various Agency facilities.
- Represents the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.
- Builds and maintains positive working relationships with co-workers, other Agency employees and the public using principles of good customer service.
- Upholds Agency Guiding Principles.



## **CLASS TITLE: Inventory Control Specialist**

- Performs related duties as assigned.

### **QUALIFICATIONS**

#### **Knowledge of:**

- Principles and practices of modern warehouse activities including the receipt, inspection, documentation and issuance of supplies and materials.
- Equipment, tools and materials used in the operation of a warehouse.
- Techniques used in locating parts and materials.
- Basic accounting and record-keeping practices.
- Warehouse and inventory databases and software.
- Supplies and materials commonly used by Agency departments.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.
- Safe work practices.
- Principles and practices of customer service.

#### **Ability to:**

- Perform warehouse activities including the receipt, inspection, and issuance of supplies and materials.
- Maintain accurate inventory, shipping, receiving and distribution records.
- Ensure all items in the warehouse are appropriately received and stored.
- Identify and interpret technical specifications related to specific parts and materials.
- On a continuous basis, know and understand warehouse and inventory functions and observe safety rules; intermittently review documents related to department operations; observe, identify and problem solve procedural issues.
- Safely operate equipment including forklifts and pallet jacks.
- Understand and carry out oral and written instructions, and prioritize workload to meet deadlines.
- Read, write and comprehend the English language at a level necessary for effective job performance, exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Maintain regular attendance and adhere to prescribed work schedule to conduct job responsibilities.
- Utilize appropriate safety procedures and practices for assigned duties.
- Establish and maintain effective working relationships with those contacted in the course of work.

## **CLASS TITLE: Inventory Control Specialist**

- Contribute effectively to the accomplishment of Agency goals, objectives and activities.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

#### **Experience:**

Two years of general warehouse experience that included the receipt of supplies and materials.

#### **Education:**

Equivalent to the completion of the twelfth grade.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession of, or ability to obtain a forklift certification within six months of appointment.

Possession of, or ability to obtain a 40-hour Hazwoper Hazardous Materials Technician Level III certification within six months of appointment.

### **PHYSICAL REQUIREMENTS**

Position self and intermittently move so as to access, maintain inventory of supplies and materials; intermittently move, traverse and position self around the office, shop or job site while performing work activities and to reach needed items; work effectively at a desk, table, counter, or while driving vehicle; ascend and descend ladders or step stools to reach equipment or other items and to access areas out of reach; and move or transport weight of 50 pounds or less.

### **WORKING/ENVIRONMENTAL CONDITIONS**

Work is primarily performed in a warehouse and plant environment subject to typical warehouse and plant noise and environment conditions. Many duties expose the incumbent to outdoor conditions and to all weather conditions. Possible exposure to chemicals (dust, gases, liquids, solids, fumes) odors and noise.

**TAHOE-TRUCKEE SANITATION AGENCY**

**Class Specification**

**Job Title: Information Technology Specialist I/II**

**Department: Technical Services**

**FLSA Status: NON EXEMPT**

**Revised as of: 07/2025**

**DEFINITION**

Under immediate (Information Technology Specialist I) or general (Information Technology Specialist II) supervision, installs, troubleshoots, and maintains assigned computer hardware, software, network, server, database, and/or telecommunications systems and infrastructure; identifies end user requirements, evaluates system and infrastructure capabilities, and recommends and coordinates upgrades and enhancements; performs systems administration, troubleshoots problems, and ensures data integrity; provides technical support, trains, and assists end users in using new applications and systems; and performs related duties as assigned.

**DISTINGUISHING CHARACTERISTICS**

Information Technology Specialist I - This is the entry-level class in the Information Technology Specialist series. Initially under close supervision, incumbents learn and perform routine information technology support duties while learning Agency policies and procedures. As experience is gained, assignments become more varied, complex, and difficult; close supervision and frequent review of work lessen as an incumbent demonstrates skill to perform the work independently. Positions at this level usually perform most of the duties required of the positions at the Information Technology Specialist II-level but are not expected to function at the same skill level and usually exercise less independent discretion and judgment in matters related to work procedures and methods. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise.

Information Technology Specialist II - This is the journey-level class in the Information Technology Specialist series. Positions at this level are distinguished from the Information Technology Specialist I-level by the performance of the full range of duties as assigned, working independently, and exercising judgment and initiative. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit.

Positions in the Information Technology Specialist class series are flexibly staffed; positions at the II-level are normally filled by advancement from the I-level; progression to the II-level is dependent on (i) management affirmation that the position is performing the full range of duties assigned to the classification; (ii) satisfactory work performance; (iii) the incumbent meeting the minimum qualifications for the classification; and (iv) management approval for progression to the II-level.

## CLASS TITLE: Information Technology Specialist I/II

### SUPERVISION RECEIVED AND EXERCISED

#### Information Technology Specialist I

Reports directly to, and receives immediate supervision from, assigned supervisory and/or management personnel. Exercises no direct supervision over staff.

#### Information Technology Specialist II

Reports directly to, and receives general supervision from, assigned supervisory and/or management personnel. Exercises no direct supervision over staff.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

*Positions at the I-level may perform some of these duties and responsibilities in a learning capacity.*

- Performs a variety of specialized and technical end-user support duties; creates and modifies user accounts; assists with user problems and issues; diagnoses and resolves issues; collaborates with other information technology staff, and/or third-party vendors to resolve complex problems.
- Installs, maintains, and modifies software application(s); documents end user work processes and systems requirements; conducts systems walk-throughs and technical reviews; develops or refines system specifications, including evaluating and testing vendor software packages for conformance with user requirements and priorities.
- Installs, configures, and upgrades desktop computers and associated hardware and software across disparate platforms; loads and tests specialized applications and security devices; ensures connectivity to network and communication systems.
- Installs, configures, and maintains network hardware, software, peripherals, and devices, including but not limited to routers, switches, wireless access points, servers, virtual private networks, and firewalls, for functionality and security.
- Performs a variety of technical tasks in support of physical and virtual server infrastructures, including installing, configuring, maintaining, and monitoring hardware and software upgrades and security to ensure effective server performance; performs server maintenance checks and back-ups.
- Installs, configures, maintains, troubleshoots, and monitors telecommunications systems including voice, data, mobile device management, and audiovisual communications infrastructure and equipment.
- Monitors and maintains security control of department information systems and infrastructure in accordance with Agency security policies and procedures; monitors security features and firewall rules; verifies and ensures proper user accessibility including resetting passwords, assigning permissions, and enabling or disabling accounts.

## **CLASS TITLE: Information Technology Specialist I/II**

- Works on information systems and infrastructure conversion, installation, and maintenance projects, including planning, organizing, and defining project requirements, methods, and objectives in consultation with end users.
- Email and spam server configuration and maintenance including account creation, mail rules, and records.
- Maintains and supports active directory by adding, removing, and/or editing users; creates access rights to users and user groups; sets up and maintains security through proper configuration and system access monitoring.
- Designs, analyzes, configures, upgrades, and maintains data storage infrastructure and systems including administering storage area network (SAN) and monitoring storage usage, performance, and access rules.
- Configures and supports Virtual Private Networks (VPN) solution and manages user accounts.
- May assist with the request for proposal process; provides cost analysis and input to scope of work; recommends equipment and/or software purchases; tracks purchases from proposal to invoicing.
- Writes and maintains comprehensive technical documentation including workflow diagrams, design specifications, and procedures for the utilization of specific technology.
- Develops training materials, including tutorials, documentation, workflows and instructional manuals for system use.
- Conducts research and stays current on new trends and innovative solutions in information systems; recommends new technologies which would improve the Agency's operational effectiveness.
- Enforces information technology operational policies and procedures.
- Provides training, assistance, and knowledge-sharing to lower-level staff.
- Observes and complies with all Agency and mandated safety rules, regulations, and protocols.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

### **QUALIFICATIONS**

*Positions at the I-level may exercise some of these knowledge and abilities statements in a learning capacity.*

#### **Knowledge of:**

- Principles, practices, methods, and techniques of installing, evaluating, configuring, troubleshooting, diagnosing, and resolving issues in one or more of the following areas: computer hardware and software, application(s), server infrastructure, network and data systems, telecommunications, and/or audiovisual.
- Operational characteristics of computer, network, server, and communication systems, hardware, software, and peripheral equipment.
- Operational relationships between various applications, databases, and components of technology infrastructure such as servers and network systems.

## **CLASS TITLE: Information Technology Specialist I/II**

- Methods and techniques of eliciting information and performing diagnostic procedures on technology systems.
- Familiarity with security and monitoring devices, and procedures necessary to maintain the integrity and security of data.
- Familiarity with DNS records and certificates.
- Software applications used by the Agency and in the industry.
- Principles and practices of project management and vendor relationship management.
- Principles and practices of developing and maintaining technical documentation, files, and records.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Applicable federal, state, and local laws, codes, regulations, and ordinances, as well as industry standards and best practices relevant to the assigned area of responsibility.
- Agency and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively interacting with the public, member districts, vendors, contracts, and Agency staff.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.

### **Ability to:**

- Perform a variety of technical support functions in the installation, evaluation, configuration, operation, troubleshooting, and maintenance of one or more of the following areas: computer hardware and software, application(s), server infrastructure, network and data systems, telecommunications, and/or audiovisual.
- Participate in design and process improvement sessions to identify business and user needs and discuss information system capabilities and modifications needed for improvement.
- Participate in system and infrastructure development, enhancement, and maintenance projects.
- Understand, interpret, and explain systems solutions to users; research technical materials to provide solutions to problems.
- Prepare clear, concise and accurate documentation, user guides, reports of work performed, and other written materials.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.
- Train users in the application and use of computer hardware and software.
- Organize work, set priorities, meet critical deadlines and follow-up on assignments.
- Understand and carry out oral and written instructions, and prioritize workload to meet deadlines.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.

## **CLASS TITLE: Information Technology Specialist I/II**

- Operate and use modern office equipment and technology, including computers and applicable software.
- Utilize appropriate safety procedures and practices for assigned duties.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.
- Represent the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

#### **Information Technology Specialist I**

##### **Experience:**

One (1) year of experience providing technical support for information technology systems and infrastructure.

##### **Education:**

Equivalent to an associate degree from an accredited college, university or trade school with major course work in computer science, information technology, public or business administration, or a related field.

#### **Information Technology Specialist II**

##### **Experience:**

Three (3) years of increasingly responsible experience providing technical support for information technology systems and infrastructure.

##### **Education:**

Equivalent to an associate degree from an accredited college, university, or trade school with major coursework in computer science, information technology, public or business administration, or a related field.

CompTIA Network+, Security+, or Microsoft certification is desirable.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession, or ability to obtain confined space certification within six (6) months of appointment.

## **CLASS TITLE: Information Technology Specialist I/II**

Possession of, or ability to obtain Man-Lift certification, within twelve (12) months of employment.

### **PHYSICAL REQUIREMENTS**

Must possess mobility to work in a standard office setting and wastewater treatment plant facility and use standard office equipment, including a computer; to operate a motor vehicle and visit various Agency sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, over the telephone, and two-way radio. This is primarily a sedentary office classification although standing in work areas and walking between work and operational areas to identify problems or hazards may be required. Finger dexterity is needed to manipulate communication mediums (copper wire or fiber optic cable), access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 50 pounds or heavier weights, in all cases with the use of proper equipment and/or assistance from other staff.

### **WORKING/ENVIRONMENTAL CONDITIONS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees also work in the wastewater treatment plant and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes, dust, and air contaminants. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.



TAHOE-TRUCKEE SANITATION AGENCY

Class Specification

**Job Title: Information Technology Supervisor**

Department: Technical Services

FLSA Status: EXEMPT

Revised as of: **07/2025**

**DEFINITION**

Under general direction, plans, schedules, assigns, reviews and supervises the work of staff performing technical and specialized duties related to the planning, design, configuration, installation, troubleshooting, security, and maintenance of information technology.; areas of responsibility include the installation, maintenance, and upgrade of information technology infrastructure and systems such as hardware, software, telecommunications, servers, and the design, maintenance, modification, customization of, and training on software applications; coordinates assigned services and operations with those of other Agency departments and outside agencies; provides complex staff assistance to management staff in areas of expertise; and performs related duties as assigned.

**DISTINGUISHING CHARACTERISTICS**

This is a supervisory level classification that exercises independent judgment on diverse and specialized information technology activities with significant accountability and ongoing decision-making responsibilities associated with the work. Incumbents are responsible for planning, organizing, supervising, reviewing, and evaluating the work of assigned staff and providing support to assigned management staff in a variety of areas. This class is distinguished from the Technical Services Department Manager in that the latter has full management authority in planning, organizing, and directing the full scope of programs and services within the department.

**SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives general direction from, the Technical Services Department Manager. Exercises direct supervision over technical staff.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class, and are not intended to be an inclusive list.*

- Plans, schedules, assigns, reviews, supervises, and participates in the work of staff providing support to the Agency's information technology programs, systems, and functions within the Technical Services Department; trains staff in work procedures; evaluates employee performance, counsels employees, and effectively recommends initial disciplinary action; assists in selection and promotion.
- Participates in the development of goals, objectives, policies, and procedures for assigned services and programs; recommends and implements policies and procedures including standard operating procedures for assigned operations.

### **JOB TITLE: Information Technology Supervisor**

- Monitors activities of the work unit; identifies opportunities for improving service delivery and procedures; provides recommendations concerning process changes; reviews with appropriate management staff; implements improvements.
- Coordinates assigned services and operations with those of other divisions and outside agencies.
- Participates in annual budget preparation; identifies resource needs; prepares detailed cost estimates with appropriate justifications; monitors expenditures.
- Participates in short-term and long-term system planning and system development to ensure safe, effective, secure, and reliable operations.
- Receives and responds to critical system performance and reliability issues; investigates, diagnoses, and isolates problems; takes appropriate action to resolve issues; provides management with status updates on actions taken, cost impact, and timeline for resolution.
- Supervises and participates in the planning, coordination, installation, design, implementation, testing, and maintenance of various databases, directories, and applications; administers the activation and deactivation of accounts across various department directories, databases, and security groups.
- Supervises and performs difficult or complex technical support in the installation, configuration, maintenance, and upgrade of computers, mobile devices, communication systems and equipment, server infrastructure, network hardware, software, peripherals, and related equipment.
- Ensures the functionality, operational stability, and security of network, server, and data storage systems.
- Reviews and approves system development and enhancement plans; researches and analyzes recommended technology solutions, either through an in-house build, or through modification of a third-party product; makes recommendations and prepares reports.
- Develops, implements, and monitors testing processes to ensure information technology systems perform in accordance with design specifications and are consistent with user needs; determines and implements appropriate testing environment parameters; reviews results and prepares modifications as needed.
- Serves as project manager for assigned projects, including overseeing project progress and reporting, assigning and delegating assignments to assigned staff, gathering user and system requirements, working with vendors, contractors, project managers, and other project staff, installing, configuring, testing, and providing general technical support, and developing technical and user documentation.
- Gathers and analyzes system performance metrics and data; develops reports and recommendations for changes and improvements to ensure efficient and quality service delivery; ensures Agency compliance with information technology security and reporting standards.
- Enforces Agency-wide access, control, and security policies and procedures and reviews permissions for staff on a regular basis.

### **JOB TITLE: Information Technology Supervisor**

- Receives and responds to issues with respect to information systems performance or reliability; investigates, diagnoses, and isolates problems; takes appropriate action by either resolving the issues or contacting a third-party vendor; provides staff with status updates on actions taken, cost impact, and timeline for resolution.
- Writes and maintains comprehensive technical documentation including standard operating procedures (SOPs), workflow diagrams, design specifications, and department procedures for the utilization of specific technology.
- Attends and participates in professional group meetings; stays abreast of new trends and innovations in the field of information technology.
- Maintains files, databases, and records related to financial and accounting transactions; prepares a variety of written reports, memoranda, and correspondence.
- Ensures staff observe and comply with all Agency and mandated safety rules, regulations, and protocols.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

### **QUALIFICATIONS**

#### **Knowledge of:**

- Principles and practices of employee supervision, including work planning, assignment, review and evaluation, discipline, and the training of staff in work procedures.
- Principles and practices of leadership.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Basic principles and practices of budget development, administration, and accountability.
- Principles, practices, methods, and techniques of information technologies, including applications, database, security and network functionalities, hardware, and software.
- Agency technology systems, applications, and infrastructure.
- Integrated information technology infrastructure and systems, including computer, network, server, and communication systems, hardware, software, and peripheral equipment.
- Procedures necessary to maintain the integrity and security of data and systems.
- Principles and practices of project management.
- Principles and practices of developing and maintaining technical documentation, files, and records.
- Applicable federal, state, and local laws, codes, and regulations as well as industry standards and best practices pertinent to the assigned area of responsibility.
- Business mathematics.
- Recordkeeping and retention principles, policies, and procedures.
- Agency and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively interacting with the public, member districts, vendors, contractors, and Agency staff.
- Principles and techniques for working with groups and fostering effective team interaction to

## **JOB TITLE: Information Technology Supervisor**

ensure teamwork is conducted smoothly.

- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.

### **Ability to:**

- Select and supervise staff, provide training and development opportunities, ensure work is performed effectively, and evaluate performance in an objective and positive manner.
- Assist in developing and implementing goals, objectives, practices, policies, procedures, and work standards.
- Identify problems, research and analyze relevant information, and develop and present recommendations and justification for solutions.
- Serve as subject matter expert and provide direct technical support to assigned technology disciplines.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Analyze, evaluate, and work with department staff, vendors, and others to recommend, design, develop, and implement new, enhanced, or modified information systems and infrastructure for the Agency.
- Monitor systems operational effectiveness, reliability, performance, and security vulnerability, and respond accordingly.
- Integrate information systems user needs with Agency-wide established technology systems, infrastructure, and policies, procedures, and standards.
- Recommend, design, develop, and implement new, enhanced, or modified information systems.
- Prepare clear and concise technical documentation, technology procedures, staff reports, and other written materials.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Maintain accurate records and files of work performed.
- Understand and carry out oral and written instructions, and prioritize workload to meet deadlines.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Utilize appropriate safety procedures and practices for assigned duties.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.

## **JOB TITLE: Information Technology Supervisor**

- Represent the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

#### **Experience:**

Five (5) years of increasingly responsible experience in the design, installation, maintenance, and repair of information technology infrastructure and systems, including two (2) years of lead or supervisory experience.

#### **Education:**

Equivalent to a bachelor's degree from an accredited college or university with major course work in computer science, information technology or a related field.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession, or ability to obtain confined space certification within six (6) months of appointment.

Possession of, or ability to obtain Man-Lift certification, within twelve (12) months of employment.

### **PHYSICAL REQUIREMENTS**

Must possess mobility to work in a standard office setting and wastewater treatment plant facility and use standard office equipment, including a computer; to operate a motor vehicle and visit various Agency sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, over the telephone, and two-way radio. This is primarily a sedentary office classification although standing in work areas and walking between work and operational areas to identify problems or hazards may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 50 pounds or heavier weights, in all cases with the use of proper equipment and/or assistance from other staff.

### **WORKING/ENVIRONMENTAL CONDITIONS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees also work in the wastewater treatment plant and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals,

**JOB TITLE: Information Technology Supervisor**

mechanical and/or electrical hazards, and hazardous physical substances and fumes, dust, and air contaminants. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

DRAFT

**TAHOE-TRUCKEE SANITATION AGENCY**  
**Class Specification**

**Job Title: Laboratory Director**

**Department: Technical Services**

**FLSA Status: EXEMPT**

**Revised as of: 07/2025**

**DEFINITION**

Plans, organizes, directs and supervises Laboratory operations within the Technical Services Department, including maintaining accreditation and completing and submitting a variety of regulatory reports; and provides highly responsible and complex administrative support to the Technical Services Department Manager.

**DISTINGUISHING CHARACTERISTICS**

The Laboratory Director performs full supervisory responsibilities including planning, assigning and evaluating the work of subordinates. In addition, this position is responsible for overseeing the performance, recording and quality assurance of laboratory testing.

**SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives general direction from the Technical Services Department Manager. Exercises direct supervision over assigned personnel.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Develops and implements goals and objectives related to assigned section; establishes schedules and methods for performance of laboratory testing; implements policies and procedures.
- Plans, prioritizes, assigns, supervises and reviews the work of laboratory staff; assumes the role of assigned staff, as needed.
- Evaluates operations and activities of assigned section; recommends improvements and modifications; prepares various reports on operations and activities.
- Assists the Technical Services Department Manager in developing and administering section budget; prepares cost estimates for budget recommendations; submits justifications for staffing and equipment, materials and supplies; monitors and controls expenditures.
- Recommends to the Technical Services Department Manager the selection of staff; provides or coordinates staff training; works with employees to correct deficiencies; implements discipline procedures; evaluates employee performance; drafts and conducts performance evaluations.

## **JOB TITLE: Laboratory Director**

- Develops, revises and updates standard operating procedures (SOPs) and quality assurance program (including manual) per Environmental Laboratory Accreditation Program (ELAP) standards; ensures all requirements are met; reviews and approves data for use in regulatory reporting; enters data and maintains detailed records; posts analytical results, ensures all local and state requirements are met for accreditation purposes.
- Develops, revises and updates Agency Chemical Hygiene Plan.
- Develop, revise and update The National Environmental Laboratory Accreditation Program (NELAC) Institute (TNI) standards in preparation of future implementation.
- Coordinates, schedules, and performs sampling for routine and special project sampling for in-house testing, off-site sampling, and testing performed by contracted outside laboratories; provides drinking water testing services to other local agencies and clients; monitors and reviews test results; investigates and resolves inconsistent data or concerns.
- Coordinates and provides training for Operators, Operations Department Manager, Chief Plant Operator, Operations Supervisor and Operations Shift Supervisors as needed, to demonstrate capability per ELAP requirements.
- Tracks and purchases laboratory chemicals, supplies, equipment and parts; ensures equipment maintenance protocols are followed; determines need for, requests, and coordinates maintenance and repair of laboratory equipment; works with staff and technical support to troubleshoot and repair laboratory analyzers and equipment as needed.
- Assists operations staff with developing and revising strategies to optimize plant performance. Immediately reports any test result abnormalities to the Chief Plant Operator.
- Ensures safety program is implemented; trains laboratory staff and general plant staff on safety requirements; maintains Safety Data Sheets and coordinates for hazardous waste handling and other safety requirements and protocols.
- Oversees development, implementation, administration, and enforcement activities of the Agency pretreatment program. Delegates pretreatment work activities to subordinates or consultants as appropriate.
- Conducts research and prepares technical and administrative reports and studies; prepares written correspondence as necessary.
- May collect field and composite samples and data and transport according to prescribed protocols; may perform field sampling at off-site locations.
- Represents the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.
- Builds and maintains positive working relationships with co-workers, other Agency employees and the public using principles of good customer service.
- Supervises the Operations staff when they are performing analyst work in the laboratory involving sampling, testing, recording, and quality assurance of required tests under the laboratory's ELAP certification.
- Upholds Agency Guiding Principles.



## **JOB TITLE: Laboratory Director**

- Performs related duties as assigned.

### **QUALIFICATIONS**

#### **Knowledge of:**

- Principles, practices and procedures for biological, chemical, bacteriological and physical testing and analyses of water and wastewater including proper sampling procedures and EPA approved methods as dictated in Standard Methods.
- Principles and practices of research, analysis and laboratory functions as they relate to water and wastewater.
- Methods and procedures for the operation of laboratory instrumentation used in water and wastewater analysis.
- Principles and practices of supervision, training and evaluating performance.
- Principles and practices of budget monitoring.
- Principles and practices of safety management.
- Pertinent local, State and Federal laws, ordinances and rules.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.
- Safe work practices.
- Principles and practices of customer service.

#### **Ability to:**

- Organize, implement and direct Laboratory operations/activities.
- On an ongoing basis, know and understand all requirements and essential aspects of the job including laws, regulations, rules and codes related to area of assignment; know and observe safety rules and identify hazards; intermittently locate, analyze, detect and diagnose problem equipment and determine solutions; train and explain processes to others; when so assigned, observe performance and input into review and evaluation of the work of others; problem solve issues related to area of assignment; remember various processes and requirements and how to operate equipment; intermittently access, review, and interpret and adjust or enter data on work orders, reports and other documents; identify, interpret and communicate technical and numerical information.
- Interpret and explain pertinent Agency and department policies and procedures.
- Assist in the development and monitoring of an assigned program budget.
- Develop and recommend policies and procedures related to assigned operations.
- Perform analysis of standard laboratory tests including using instrumentation, running calibrations, weighing, measuring, making standards, analyzing and interpreting reports and results.

## **JOB TITLE: Laboratory Director**

- Perform mathematical, statistical, geometric and algebraic calculations common to water quality control laboratory analysis.
- Understand and carry out oral and written instructions, and prioritize workload to meet deadlines.
- Read, write and comprehend the English language at a level necessary for effective job performance, exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Collect field and composite samples and data and transports according to prescribed protocols.
- Safely operate a snowmobile, ATV, or vehicle with chains installed, in inclement weather conditions.
- Maintain regular attendance and adhere to prescribed work schedule to conduct job responsibilities.
- Utilize appropriate safety procedures and practices for assigned duties.
- Supervise, train and evaluate performance of assigned staff.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.

### **Experience and/or Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

#### **Experience:**

Six years of increasingly responsible experience in the analysis of water, wastewater, solid waste, hazardous waste or other environmental samples; including three years providing technical and functional supervision over assigned personnel.

#### **Education:**

Equivalent to a Bachelor's degree from an accredited college or university with major course work in chemistry, biochemistry, biology, microbiology, environmental, sanitary or public health engineering, natural or physical science.

In lieu of the minimum educational requirements, which are highly desirable, the candidate must possess a CWEA Grade III Laboratory Analyst Certificate.

## **JOB TITLE: Laboratory Director**

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession of a CWEA Grade IV Laboratory Analyst Certificate within four qualifying test cycles (approximately 12 months) upon meeting testing eligibility requirements.

### **PHYSICAL REQUIREMENTS**

On a continuous basis, remain stationary at desk and in meetings for long periods of time; intermittently move, traverse and position self while performing duties in the field, laboratory or office; access equipment surrounding desk and in laboratory; activate, use and operate a computer and other office equipment and laboratory equipment; discern color-based test results and organisms through a microscope; use telephone; communicate through written means; and move or transport weight of 25 pounds or less.

### **WORKING/ENVIRONMENTAL CONDITIONS**

Work is performed in a typical temperature controlled office environment subject to typical office noise. Some duties expose the incumbent to outdoor conditions and to all weather conditions. Possible exposure to chemicals (dust, gases, liquids, solids, fumes), odors and noise. Position may require work outside of regular business hours, as well as occasional weekend work.

## TAHOE-TRUCKEE SANITATION AGENCY

### Class Specification

#### **Agency Job Title: Laboratory Technician**

**Department: Technical Services**

**FLSA Status: NON EXEMPT**

**Revised as of: 07/2025**

#### **DEFINITION**

Under general supervision, learns and performs a variety of routine to complex technical duties in support of laboratory programs and functions including the collection, processing, testing, examination, and analysis of water, wastewater, and other environmental samples; performs field and laboratory physical, chemical, biological, and bacteriological tests; cleans, maintains, and operates a variety of specialized laboratory equipment; maintains computerized and manual records of work performed; and performs related duties as assigned.

#### **DISTINGUISHING CHARACTERISTICS**

This journey-level classification is responsible for independently performing technical duties in support of assigned laboratory programs and functions. Positions at this level exercise judgement and initiative in their assigned tasks, receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit.

#### **SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives general supervision from, the Laboratory Director. Exercises no direct supervision over staff.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Performs a variety of routine to complex technical duties in support of laboratory programs and functions, including collecting, processing, testing, examining, and analyzing water, wastewater, and other environmental samples following standard procedures and guidelines.
- Participates in the collection of samples at various sites throughout the wastewater system; receives samples from member and other local agencies; preserves, handles, labels, and transports samples following chain of custody procedures.
- Performs, and interprets a variety of standard to moderately complex physical, chemical, and biological tests and analyses following approved procedures.
- Assists in preparing and mixing samples, reagents, media, and solutions used in laboratory analyses following established procedures.
- Sets up, calibrates, operates, and maintains a variety of sample collection and field monitoring equipment; performs required safety, quality control, and calibration checks of equipment and instruments; maintains the laboratory in a safe and clean condition.

## **JOB TITLE: Laboratory Technician**

- Cleans, washes, and assembles laboratory apparatus and glassware; maintains inventory of and assists in ordering supplies and equipment.
- Maintains accurate records of test results and work performed.
- Observes and complies with all Agency and mandated safety rules, regulations, and protocols.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

### **QUALIFICATIONS**

#### **Knowledge of:**

- Methods and equipment used in collecting and preserving samples.
- Operational characteristics, use of, and maintenance/calibration requirements of modern laboratory and sampling equipment.
- Occupational hazards and standard safety procedures related to laboratory and sampling work.
- Basic mathematic and statistical techniques.
- Principles and procedures of record keeping.
- Applicable federal, state, and local laws, regulatory codes, ordinances, and procedures relevant to assigned areas of responsibility.
- Agency and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively interacting with the public, member districts, vendors, contractors, and Agency staff.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.

#### **Ability to:**

- Collect and record samples.
- Prepare and label sample bottles for collection, transport, storage, and laboratory testing and analyses.
- Use and perform calibration and minor maintenance on laboratory and sampling equipment.
- Adhere to sampling, quality assurance/quality control, and laboratory safety programs.
- Make accurate mathematical and statistical computations.
- Safely and effectively use and operate a vehicle and equipment required for the work.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.
- Understand and follow oral and written instructions.
- Use initiative, tact, prudence, and judgement within policy and procedural guidelines.

## **JOB TITLE: Laboratory Technician**

- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Utilize appropriate safety procedures and practices for assigned duties.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.
- Represent the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

### **Experience:**

One (1) year of experience providing clerical support to an accounting or financial program.

### **Education:**

Equivalent to completion of the twelfth (12th) grade supplemented by specialized coursework in biology, microbiology, chemistry, environmental science, or a related field.

### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

### **PHYSICAL REQUIREMENTS**

When assigned to laboratory and office environment, must possess mobility to work in a laboratory and standard office setting and use laboratory instruments and standard office equipment, including a computer; vision to read printed materials, laboratory instruments, and a computer screen; color vision to read and interpret laboratory results; and hearing and speech to communicate in person and over the telephone; ability to stand and walk between work areas is required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate laboratory instruments and standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information.

When assigned to the field, must possess mobility to stand and walk on level, uneven, or slippery surfaces; to reach, twist, turn, kneel, and bend; and to operate a motor vehicle and visit various Agency sites. The job involves fieldwork requiring walking in operational areas to collect samples, with exposure to hazardous materials in some site locations. Employees must possess the ability to

**JOB TITLE: Laboratory Technician**

lift, carry, push, and pull materials and objects up to 50 pounds with the use of proper equipment and/or assistance from other staff.

**WORKING/ENVIRONMENTAL CONDITIONS**

Employees work primarily in a laboratory environment with moderate noise levels, controlled temperature conditions, and exposure to dust, fumes and/or allergens, biologic/infectious agents, and unpleasant odors. Employees also work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees also work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing divisional policies and procedures.

## TAHOE-TRUCKEE SANITATION AGENCY

### Class Specification

#### **Job Title: Maintenance Department Manager**

**Department: Maintenance**

**FLSA Status: EXEMPT**

**Revised as of: 07/2025**

#### **DEFINITION**

Plans, organizes, directs and reviews the activities and operations of the Maintenance Department including facilities, electrical, instrumentation, process control and mechanical installation, maintenance and repair, SCADA and Information Technology; coordinates assigned activities with other departments and outside agencies; and provides highly responsible and complex administrative support to the General Manager.

#### **DISTINGUISHING CHARACTERISTICS**

The Maintenance Department Manager duties are administrative/managerial and highly complex in nature, involving highly technical functions. The incumbent has broad management authority for the day-to-day operations of the Maintenance Department, as well as functional authority/responsibility for overseeing numerous tasks associated with the maintenance, repair and rehabilitation of the Agency's wastewater treatment plant.

#### **SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives administrative direction from the General Manager. Responsibilities include broad management authority over professional and technical positions in the Maintenance Department.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Develops, plans and implements department goals and objectives; recommends and administers policies and procedures.
- Coordinates department activities with those of other departments and outside agencies and organizations; provides staff assistance to the General Manager and Board of Directors; prepares and presents staff reports and other necessary correspondence.
- Directs, oversees and participates in the development of the department's work plan; assigns work activities, projects and programs; monitors work flow; reviews and evaluates work products, methods and procedures.
- Supervises and participates in the development and administration of the Maintenance Department budget; directs the forecast of additional funds needed for staffing, equipment, materials and supplies; monitors and approves expenditures; implements mid-year adjustments.



## **JOB TITLE: Maintenance Department Manager**

- Selects, trains, motivates and evaluates personnel; provides or coordinates staff training; conducts performance evaluations; implements discipline procedures; maintains discipline and high standards necessary for the efficient and professional operation of the department.
- Plans and ensures the implementation of preventive and predictive maintenance programs, as well as SCADA and Information Technology programs, for supporting continuous operations of plant equipment and processes and for facilities and grounds maintenance activities in accordance with industry standards; recommends, develops, and implements improvements in plant, facility, SCADA and Information Technology maintenance procedures and work processes to increase effectiveness of maintenance programs in accordance with industry standards.
- Interprets mechanical, electrical or instrumentation drawings, diagrams and specifications to subordinates; inspects work in progress; ensures that work complies with appropriate repair methods and techniques; adjusts existing allocation of staff, materials, and budgetary resources within the department to meet maintenance service agreements and plant operational requirements.
- Considers department input and recommendations regarding maintenance, SCADA and Information Technology issues; proactively coordinates with other departments regarding current and proposed capital programs and their impact on quality and level of maintenance support.
- Secures and manages the services of contractors and consultants in the performance of maintenance, SCADA and Information Technology studies and projects; prepares and administers maintenance, SCADA and Information Technology contracts and purchase agreements.
- Coordinates with other department managers regarding the effective planning and implementation of upgrades, improvements and modifications to the treatment plant in accordance with industry standards and ensures minimal disruption to operations.
- Coordinates and operates Agency commercial vehicles (including 10-wheel dump truck and combination hydro vac/sewer cleaning truck), trucks, rubber-tired loader, skid-steer, backhoe, forklift and maintenance cart; coordinates and performs snow removal and equipment transports.
- Performs confined space entries as needed.
- Assists in the implementation of the Agency surplus property program.
- Directs and oversees the Agency asset management program.
- Represents the department to outside groups and organizations; participates in outside community and professional groups and committees; provides technical assistance as necessary.
- Researches and prepares technical and administrative reports and studies; prepares written correspondence as necessary.
- Represents the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.
- Builds and maintains positive working relationships with co-workers, other Agency employees and the public using principles of good customer service.
- Serves as acting General Manager, as requested.
- Upholds Agency Guiding Principles.

## **JOB TITLE: Maintenance Department Manager**

- Performs related duties as assigned.

### **QUALIFICATIONS**

#### **Knowledge of:**

- Principles and practices of electrical, instrumentation, process control, mechanical installation, SCADA and Information Technology, maintenance and repair, common to industry standards for an advanced wastewater treatment plant.
- Principles and practices associated with developing, implementing and managing a comprehensive predictive and preventive maintenance program.
- Principles and practices of leadership, motivation, team building and conflict resolution.
- Pertinent local, State and Federal laws, rules and regulations.
- Organizational and management practices as applied to the analysis and evaluation of programs.
- Methods of SCADA and Information Technology, asset and work order management.
- Principles and practices of organization, administration and personnel management.
- Principles and practices of budget preparation and administration.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.
- Safe work practices.
- Principles and practices of customer service.

#### **Ability to:**

- Plan, direct and control the administration and operations of the Maintenance Department.
- On a continuous basis know and understand requirements and all essential aspects of the job; access, review, analyze and interpret a wide variety of reports, technical data and budget documents; know and understand laws, regulations, rules and codes related to area of assignment; observe performance and review and evaluate staff; problem solve department related issues; remember various processes and requirements; and interpret and communicate policy, information and instructions.
- Prepare and administer department budgets.
- Develop and implement department policies and procedures.
- Supervise, train and evaluate assigned personnel.
- Gain cooperation among staff and management team through discussion and persuasion.
- Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
- Interpret and apply local, regional, State and Federal and Agency policies, procedures, rules and regulations.

## **JOB TITLE: Maintenance Department Manager**

- Troubleshoot mechanical and electrical issues.
- Adhere to and utilize appropriate Agency safety policies, procedures and practices and utilize appropriate Personal Protection Equipment.
- Understand and carry out oral and written instructions, and prioritize workload to meet deadlines.
- Read, write and comprehend the English language at a level necessary for effective job performance, exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Maintain regular attendance and adhere to prescribed work schedule to conduct job responsibilities.
- Function in confined spaces and/or hazardous environment.
- Utilize appropriate safety procedures and practices for assigned duties.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

### **Experience:**

Eight years of supervisory or higher-level experience that involved the development and implementation of a comprehensive predictive and preventive maintenance plan within an industrial, manufacturing, utility and/or large commercial setting; including two years in a management capacity. General knowledge of SCADA and Information Technology highly desirable.

### **Education:**

Equivalent to a Bachelor's degree from an accredited college or university with major course work in environmental science, engineering, or a related field. Additional experience may substitute for the required education. Equivalence would be two years of additional experience for one year of the required education.

## **JOB TITLE: Maintenance Department Manager**

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession of a CWEA Mechanical Technologist Grade IV certification (preferred) or CWEA Electrical Instrumentation Technology Grade IV certification within four qualifying test cycles (approximately 12 months) upon meeting testing eligibility requirements. Testing progression schedule to be determined and monitored by direct supervisor/manager.

Possession, or ability to obtain confined space certification within six months of appointment.

Persons employed in this classification are required to participate in Agency provided training to acquire basic First Aid and Cardiopulmonary Resuscitation (CPR) certificates during the initial 12 months of employment and continued maintenance of a valid certificate as a condition of employment for this position.

Possession of, or ability to obtain a 40-hour Hazwoper Hazardous Materials Technician Level III certification within six months of appointment.

#### **PHYSICAL REQUIREMENTS**

On a continuous basis, work effectively at desk and in meetings for long periods of time; intermittently move, traverse and position self while performing duties; access equipment surrounding desk; activate, use and operate a computer and other office equipment; use telephone; communicate through written means; and move or transport weight of 50 pounds or less.

Ability to wear a self-contained breathing apparatus (SCBA) and Full-Face Air Purifying Respirator (APR).

#### **WORKING/ENVIRONMENTAL CONDITIONS**

Work is performed in a typical temperature controlled office environment subject to typical office noise and environment. Some duties expose the incumbent to outdoor conditions and to all weather conditions. Possible exposure to chemicals (dust, gases, liquids, solids, fumes), odors and noise. Position requires work both during and outside of regular business hours, as well as occasional weekend work and the ability to travel.

**TAHOE-TRUCKEE SANITATION AGENCY**

**Class Specification**

**Job Title: Maintenance Mechanic I/II/III**

**Department: Maintenance**

**FLSA Status: NON EXEMPT**

**Revised as of: 07/2025**

**DEFINITION**

Performs skilled preventive and predictive duties involving the maintenance, repair, rehabilitation, and installation of mechanical equipment associated with wastewater treatment; repairs pumps, valves, pressure and flow control regulators and related equipment; responds to Underground Service Alert requests; and operates heavy equipment.

**DISTINGUISHING CHARACTERISTICS**

Maintenance Mechanic I - This is the entry level class in the Maintenance Mechanic series. Positions in this class typically have little directly related work experience. The Maintenance Mechanic I class is distinguished from the II level by the performance of less than the full range of duties assigned to the II level. Incumbents work under immediate supervision while learning job tasks, progressing to general supervision as procedures and processes of assigned area of responsibility are learned.

Maintenance Mechanic II - This is the second level class in the Maintenance Mechanic series and is distinguished from the I level by the assignment of the full range of duties, with only occasional instruction or assistance needed as new, unusual or unique situations arise and are fully aware of the operating procedures and policies within the work unit. Positions in this class are flexibly staffed and are normally filled by advancement from the I level once the incumbent meets the qualification standards of the II level, demonstrates an ability to perform the full scope of the work, and otherwise meets performance standards.

Maintenance Mechanic III - This is the full journey level in the Maintenance Mechanic series. It is distinguished from the Maintenance Mechanic II by the ability to perform the full range of duties assigned. Positions in this class are flexibly staffed and are normally filled by advancement from the II level once the incumbent meets the qualification standards of the III level, demonstrates an ability to perform the full scope of the work, and otherwise meets performance standards.

## **CLASS TITLE: Mechanic I/Mechanic II/Mechanic III**

### **SUPERVISION RECEIVED AND EXERCISED**

#### **Maintenance Mechanic I**

Reports directly to, and receives immediate supervision from the Maintenance Supervisor.

#### **Maintenance Mechanic II**

Reports directly to, and receives general supervision from the from the Maintenance Supervisor.

#### **Maintenance Mechanic III**

Reports directly to, and receives general supervision from the from the Maintenance Supervisor.

**EXAMPLES OF DUTIES (for Maintenance Mechanic I/II/III):** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Performs skilled duties and responsibilities in the maintenance, repair, service, and troubleshooting of equipment and machinery associated with the Agency's wastewater treatment plant and related facilities including pumps, engines, electric motors, valves, aeration blowers, emergency generators, air compressors, hydraulic systems, pneumatic systems, filters and vehicles.
- Performs troubleshooting using visual inspection to determine cause of malfunction on wastewater treatment plant equipment.
- Rebuilds and overhauls equipment by disassembling, cleaning, and repairing mechanical malfunctions; reassembles, installs and tests equipment to ensure that it is in proper working condition; disassembles machinery to carefully evaluate for required machine work and parts; cleans, bead blasts, primes and paints prior to reassembly; tests equipment to ensure proper operation.
- Maintains appropriate records and documentation of repairs; reviews, revises and implements maintenance schedules.
- Utilizes Computerized Maintenance Management System (CMMS) to track work orders, preventative maintenance and asset management.
- Identifies and mitigates unsafe work conditions and maintains safe work practices such as "lock-out/tag-out," confined space entry and fall protection.
- Operates Agency commercial vehicles (including 10-wheel dump truck and combination hydro vac/sewer cleaning truck), trucks, rubber-tired loader, skid-steer, backhoe, forklift and maintenance cart. Performs snow removal and equipment transports.
- Operates a variety of hand tools, machine powered tools, light and heavy equipment; utilizes proper rigging and lifting techniques and methods.
- Perform line location consistent with Underground Service Alert requirements.

## **CLASS TITLE: Mechanic I/Mechanic II/Mechanic III**

- Reads and updates blueprints and schematics as required to assist in repairs; prioritizes and coordinates the appropriate timing to service equipment; estimates labor and materials necessary to complete the needed work; orders replacement parts to perform maintenance and repairs as necessary.
- Performs confined space entries in order to inspect, clean and/or make repairs.
- Performs welding and metal fabrication utilizing various welding techniques.
- Utilizes lathes, mills and other machine shop equipment to fabricate parts.
- Performs building and yard maintenance, cleaning and custodial duties; paints utility equipment, keeps work area in a neat and orderly condition.
- Trains less experienced staff on performing complex rebuilds of plant equipment.
- Represents the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.
- Builds and maintains positive working relationships with co-workers, other Agency employees and the public using principles of good customer service.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

### **QUALIFICATIONS**

#### **Maintenance Mechanic I**

##### **Knowledge of:**

- Uses and purposes of tools and equipment used in general construction and mechanical equipment maintenance and repair.
- Basic record keeping procedures.
- Basic welding practices.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.
- Safe work practices.
- Principles and practices of customer service.

##### **Ability to:**

- Learn to repair, maintain and troubleshoot a variety of mechanical equipment associated with wastewater treatment facilities.

**CLASS TITLE: Mechanic I/Mechanic II/Mechanic III**

- Learn all requirements and essential aspects of the job, learn and observe safety rules and identify hazards; intermittently locate, analyze, detect and diagnose problem equipment and determine solutions; locate, adjust and operate tools and equipment; intermittently access, review, interpret and enter or adjust information on documents and work orders, remember instructions and how to operate equipment; interpret and communicate technical and numerical information.
- Learn to diagnose malfunctions and determine effective courses of action for correcting them.
- Use safety precautions related to all work performed including that which occurs in hazardous environments such as confined space.
- Adhere to Agency safety policies and procedures and utilize appropriate Personal Protection Equipment.
- Learn to safely operate and maintain hand tools, machine powered tools, light and heavy equipment.
- Learn to safely utilize rigging and lifting techniques and methods.
- Read and update blueprints and schematics.
- Perform line locating.
- Accurately perform mathematic calculations.
- Understand and carry out oral and written instructions, and prioritize workload to meet deadlines.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Maintain regular attendance and adhere to prescribed work schedule to conduct job responsibilities.
- Function in confined spaces and/or hazardous environment.
- Utilize appropriate safety procedures and practices for assigned duties.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.



## **CLASS TITLE: Mechanic I/Mechanic II/Mechanic III**

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

### **Experience:**

Two years of increasingly responsible experience performing maintenance and repair duties, preferably in a utility environment.

### **Education:**

Equivalent to the completion of the twelfth grade.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Must possess a valid California or Nevada Class B Commercial Learners Permit, with tanker endorsement, is required within three months of appointment.

Must possess a valid California or Nevada Class B Commercial Driver's License including automatic and manual transmissions, with tanker endorsement, within 18 months of appointment. Must maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession of a CWEA Plant Maintenance Technologist Grade I certification is required within four qualifying test cycles of appointment (approximately 12 months). Testing progression schedule to be determined and monitored by direct supervisor/manager.

Possession of, or ability to obtain a forklift certification is required within six months of appointment.

Possession of, or ability to obtain a confined space certification within six months of appointment.

Persons employed in this classification are required to participate in Agency provided training to acquire basic First Aid and Cardiopulmonary Resuscitation (CPR) certificates during the initial 12 months of employment and continued maintenance of a valid certificate as a condition of employment for this position.

Possession of, or ability to obtain a 40-hour Hazwoper Hazardous Materials Technician Level III certification within six months of appointment.

## **CLASS TITLE: Mechanic I/Mechanic II/Mechanic III**

### **Maintenance Mechanic II**

In addition to the qualifications for the Maintenance Mechanic I:

#### **Knowledge of:**

- Standard operating practices and procedures of skilled plant and equipment mechanical work associated with construction, maintenance, repair and service of equipment related to wastewater operations.
- Methods for troubleshooting and diagnosing problems with equipment and machinery.
- Safe work practices such as lock-out/tag-out, confined space entry, fall protection, and Personal Protection Equipment use.
- Pertinent local, State and Federal laws, ordinances, rules and regulations.
- Methods and procedures to disassemble machinery to carefully evaluate it for required machine work and parts.
- Methods and procedures of how to estimate and prioritize the work and to order parts and equipment.
- Principles and practices of maintaining detailed records.

#### **Ability to:**

- Independently perform a variety of semi-skilled to skilled repair, maintenance, and service tasks involving pumps and motors and other equipment associated with the operation of wastewater treatment plants.
- On an ongoing basis, know and understand all requirements and essential aspects of the job including laws, regulations, rules and codes related to area of assignment; know and observe safety rules and identify hazards; intermittently locate, analyze, detect and diagnose problem equipment and determine solutions; train and explain processes to others; problem solve issues related to area of assignment; remember various processes and requirements and how to operate equipment; intermittently access, review, and interpret and adjust or enter data on work orders, reports and other documents; identify, interpret and communicate technical and numerical information.
- Respond to emergency situations.
- Read a variety of technical documentation, schematics, blueprints and related documents. Operate a computer to access, enter and retrieve data.
- Prioritize workload to meet deadlines.

## **CLASS TITLE: Mechanic I/Mechanic II/Mechanic III**

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

#### **Experience:**

Two years of responsible work experience similar to Maintenance Mechanic I with T-TSA.

#### **Education:**

Equivalent to the completion of the twelfth grade.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Must possess a valid California or Nevada Class B Commercial Learners Permit, with tanker endorsement, is required within three months of appointment.

Must possess a valid California or Nevada Class B Commercial Driver's License including automatic and manual transmissions, with tanker endorsement, within 18 months of appointment. Must maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession of a CWEA Plant Maintenance Technologist Grade II certification is required at time of appointment for internal candidate; or within four qualifying test cycles (approximately 12 months) upon meeting testing eligibility requirements for external candidate. Testing progression schedule to be determined and monitored by direct supervisor/manager.

Possession of, or ability to obtain a forklift certification is required within six months of appointment.

Possession of, or ability to obtain a confined space certification within six months of appointment.

Persons employed in this classification are required to participate in Agency provided training to acquire basic First Aid and Cardiopulmonary Resuscitation (CPR) certificates during the initial 12 months of employment and continued maintenance of a valid certificate as a condition of employment for this position.

Possession of, or ability to obtain a 40-hour Hazwoper Hazardous Materials Technician Level III certification within six months of appointment.

## **CLASS TITLE: Mechanic I/Mechanic II/Mechanic III**

### **Maintenance Mechanic III**

In addition to the qualifications for the Maintenance Mechanic II:

#### **Knowledge of:**

- Advanced operating practices and procedures of skilled plant and equipment mechanical work associated with construction, maintenance, repair and service of equipment related to wastewater operations.
- Advanced methods for troubleshooting and diagnosing problems with equipment and machinery.

#### **Ability to:**

- Independently perform a variety of skilled and complex repair, maintenance, and service tasks involving pumps and motors and other equipment associated with the operation of wastewater treatment plants.
- Assist with the training of new staff.

#### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

#### **Experience:**

Two years of responsible journey experience similar to Maintenance Mechanic II with T-TSA.

#### **Education:**

Equivalent to the completion of the twelfth grade.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Must possess a valid California or Nevada Class B Commercial Learners Permit, with tanker endorsement, is required within three months of appointment.

Must possess a valid California or Nevada Class B Commercial Driver's License including automatic and manual transmissions, with tanker endorsement, within 18 months of appointment. Must maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession of a CWEA Plant Maintenance Technologist Grade III certification is required at time of appointment for internal candidate; or within four qualifying test cycles (approximately 12

### **CLASS TITLE: Mechanic I/Mechanic II/Mechanic III**

months) upon meeting testing eligibility requirements for external candidate. Testing progression schedule to be determined and monitored by direct supervisor/manager.

Possession of, or ability to obtain a forklift certification is required within six months of appointment.

Possession of, or ability to obtain a confined space certification within six months of appointment.

Persons employed in this classification are required to participate in Agency provided training to acquire basic First Aid and Cardiopulmonary Resuscitation (CPR) certificates during the initial 12 months of employment and continued maintenance of a valid certificate as a condition of employment for this position.

Possession of, or ability to obtain a 40-hour Hazwoper Hazardous Materials Technician Level III certification within six months of appointment.

#### **PHYSICAL REQUIREMENTS (for Maintenance Mechanic I/II/III)**

Position self and intermittently move so as to access, maintain, clean, repair and/or install equipment; intermittently move, traverse and position self around the office, shop or job site while performing work activities and to reach needed items; work effectively for long periods of time at a desk, table, counter, confined space, in a shop, or while driving vehicle or operating equipment; position self to adjust equipment, use tools to review work of others or access low or high items; ascend and descend stairs, ladders or step stools to reach equipment or other items and to access areas out of reach; manipulate, operate, activate and adjust equipment and tools; and move or transport weight of 50 pounds.

Ability to wear a self-contained breathing apparatus (SCBA) and Full-Face Air Purifying Respirator (APR).

#### **WORKING/ENVIRONMENTAL CONDITIONS (for Maintenance Mechanic I/II/III)**

Work is performed in a plant environment subject to typical plant noise and environment conditions. Many duties expose the incumbent to outdoor conditions and to all weather conditions. Possible exposure to chemicals (dust, gases, liquids, solids, fumes), odors and noise.

## TAHOE-TRUCKEE SANITATION AGENCY

### Class Specification

#### **Job Title: Maintenance Supervisor**

**Department: Maintenance Department**

**FLSA Status: Non-Exempt**

**Revised as of: 04/2025**

Oversees and supervises mechanical, facility, collections and fleet maintenance duties associated with the operation of the wastewater treatment plant and the Truckee River Interceptor within the Maintenance Department; Plans and implements maintenance projects to ensure plant equipment operates properly and efficiently; provides technical expertise on the more complex maintenance issues; and performs a variety of technical tasks relative to assigned area of responsibility.

#### **DISTINGUISHING CHARACTERISTICS**

The Maintenance Supervisor level recognizes positions that perform full supervisory responsibilities including planning, assigning and evaluating the work of subordinates and responsibility for overall maintenance activities of the Maintenance Department including maintenance, rehabilitation, and installation of mechanical equipment.

#### **SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives general direction from the Maintenance Department Manager, or designee. Exercises direct supervision over assigned technical personnel.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Implements goals and objectives related to assigned section; establishes schedules and methods for wastewater treatment plant maintenance and rehabilitation; implements policies and procedures.
- Plans, prioritizes, assigns, supervises and reviews the work of staff involved in preventive and predictive maintenance activities associated with the wastewater treatment plant.
- Evaluates operations and activities of assigned section; recommends improvements and modifications; prepares various reports on operations and activities.
- Assists Maintenance Department Manager in developing and administering section budget; prepares cost estimates for budget recommendations; submits justifications for equipment, materials and supplies; monitors and controls expenditures.
- Recommends to Maintenance Department Manager the selection of staff; provides or coordinates staff training; works with employees to correct deficiencies; implements discipline procedures; evaluates employee performance; drafts and conducts performance evaluations.
- Assesses, schedules, and assigns predictive and preventive maintenance tasks; troubleshoots mechanical equipment and systems; estimates time, cost, labor and material needs, and orders necessary equipment and materials.

### **JOB TITLE: Maintenance Supervisor**

- Inspects locations where work is being performed; ensures conformity with work orders, submittals, plans, diagrams and specifications; determines special equipment needs and assesses and identifies solutions to problems; accurately diagnoses mechanical malfunctions.
- Prepares bid specifications and requisitions; assists in the preparation of plans; reviews bid documents to ensure accuracy.
- Performs confined space entries to operate and maintain mechanical equipment, if needed.
- Works collaboratively with the Safety Officer to identify hazards and ensure safe work procedures and processes are in place and followed.
- Answers questions and provides information to the public; investigates complaints from the public and recommends corrective action as necessary to resolve complaints.
- Represents the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.
- May be assigned to temporarily assume the duties of the Maintenance Manager during their absence.
- Builds and maintains positive working relationships with co-workers, other Agency employees and the public using principles of good customer service.
- May be required to work unusual hours, shifts, and be available for standby and callback duty.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

### **QUALIFICATIONS**

#### **Knowledge of:**

- Principles and practices of mechanical equipment maintenance, installation and rehabilitation.
- Principles and practices of facility repairs, such as carpentry, concrete and plumbing.
- Principles and practices of collection system maintenance, such as line cleaning and manhole raising.
- Advanced methods for troubleshooting and diagnosing problems with equipment and machinery.
- Equipment, tools and materials used in wastewater treatment equipment maintenance, installation and rehabilitation.
- Methods and procedures for diagnosing industrial mechanical malfunctions.
- Methods and procedures of competitive bidding processes including how to review and prepare accurate equipment plans and specifications.
- Principles and practices of supervision, training and evaluating performance.
- Principles and practices of budget monitoring.
- Principles and practices of safety management and emergency response.
- Pertinent local, State and Federal laws, ordinances and rules.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.

### **JOB TITLE: Maintenance Supervisor**

- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.
- Safe work practices.
- Principles and practices of customer service.

#### **Ability to:**

- Organize, implement, and direct the installation, maintenance, repair, rehabilitation and troubleshooting of a wide variety of mechanical equipment used in the wastewater treatment facility operations.
- On an ongoing basis, know and understand all requirements and essential aspects of the job including laws, regulations, rules and codes related to area of assignment; know and observe safety rules and identify hazards; intermittently locate, analyze, detect and diagnose problem equipment and determine solutions; train and explain processes to others; when so assigned, observe performance and provide input into review and evaluation of the work of others; problem solve issues related to area of assignment; remember various processes and requirements and how to operate equipment; intermittently access, review, and interpret and adjust or enter data on work orders, reports and other documents; identify, interpret and communicate technical and numerical information.
- Assist in the development and monitoring of an assigned program budget.
- Interpret and explain pertinent Agency and department policies and procedures.
- Diagnose complex mechanical malfunctions.
- Interpret, understand and explain drawings, sketches, plans and specifications.
- Accurately estimate time, labor and materials for proposed work.
- Develop and recommend policies and procedures related to assigned operations.
- Understand and carry out oral and written instructions, and prioritize workload to meet deadlines.
- Read, write and comprehend the English language at a level necessary for effective job performance, exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Maintain regular attendance and adhere to prescribed work schedule to conduct job responsibilities.
- Function in confined spaces and/or hazardous environment.
- Utilize appropriate safety procedures and practices for assigned duties.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Supervise, train and evaluate performance of assigned staff.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.



## **JOB TITLE: Maintenance Supervisor**

### **Experience and/or Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

### **Experience:**

Five years of increasingly responsible journey level experience in the installation, maintenance and repair of mechanical equipment within a wastewater treatment facility or similar; and including one year providing technical and/or functional supervision over assigned personnel.

### **Education:**

Equivalent to the completion of the twelfth grade with emphasis on, or supplemented by, course work in mathematics and chemistry or a related field.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Must possess a valid California or Nevada Class B Commercial Learners Permit, with tanker endorsement, is required within three months of appointment.

Must possess a valid California or Nevada Class B Commercial Driver's License including automatic and manual transmissions, with tanker endorsement, within 18 months of appointment. Must maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession of a CWEA Plant Maintenance Technologist Grade IV certification is required within four qualifying test cycles (approximately 12 months) upon meeting testing eligibility requirements. Testing progression schedule to be determined and monitored by direct supervisor/manager.

Possession of, or ability to obtain a forklift certification is required within six months of appointment.

Possession of, or ability to obtain a confined space certification within six months of appointment.

Persons employed in this classification are required to participate in Agency provided training to acquire basic First Aid and Cardiopulmonary Resuscitation (CPR) certificates during the initial 12 months of employment and continued maintenance of a valid certificate as a condition of employment for this position.

**JOB TITLE: Maintenance Supervisor**

Possession of, or ability to obtain a 40-hour Hazwoper Hazardous Materials Technician Level III certification within six months of appointment.

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## **JOB TITLE: Maintenance Supervisor**

### **PHYSICAL REQUIREMENTS**

Position self and intermittently move so as to access, maintain, clean, repair and/or install equipment; intermittently move, traverse and position self around the office, shop or job site while performing work activities and to reach needed items; Work effectively for long periods of time at a desk, table, counter, confined space, in a shop, or while driving vehicle or operating equipment; position self to adjust equipment, use tools to review work of others or to access low or high items; ascend and descend stairs, ladders or step stools to reach equipment or other items and to access areas out of reach; manipulate, operate, activate and adjust equipment and tools; and move or transport weight of 50 pounds or less.

Ability to wear a self-contained breathing apparatus (SCBA) and Full-Face Air Purifying Respirator (APR).

### **WORKING/ENVIRONMENTAL CONDITIONS**

Work is performed in a typical temperature controlled office environment subject to typical office noise and environment. Some duties expose the incumbent to outdoor conditions and exposure to all weather conditions, along with possible exposure to chemicals (dust, gases, liquids, solids, fumes) odors and noise.

**TAHOE-TRUCKEE SANITATION AGENCY**  
**Class Specification**

**Job Title: Operations Manager**

**Department: Operations**

**FLSA Status: EXEMPT**

**Revised as of: 07/2025**

**DEFINITION**

Under administrative direction, plans, organizes, manages, and provides administrative direction and oversight for all functions and activities of the Operations Department, including all wastewater treatment plant operations; coordinates assigned activities with other Agency departments, officials, member districts, outside agencies, and the public; fosters cooperative working relationships among Agency departments, with intergovernmental and regulatory agencies, and various public and private groups; provides highly responsible and complex professional assistance to the General Manager in areas of expertise; and performs related duties as assigned.

**DISTINGUISHING CHARACTERISTICS**

This is a department director classification that oversees, directs, and participates in all activities of Operations Department, including short- and long-term planning as well as development and administration of department policies, procedures, and services. This class provides assistance to the General Manager in a variety of administrative, coordinative, analytical, and liaison capacities. Successful performance of the work requires knowledge of public policy, Agency functions and activities, including the role of the Board of Directors and the ability to develop, oversee, and implement projects and programs in a variety of areas. Responsibilities include coordinating the activities of the department with those of other departments and outside agencies and managing and overseeing the complex and varied functions of the department. The incumbent is accountable for accomplishing departmental planning and operational goals and objectives, and for furthering Agency goals and objectives within general policy guidelines.

**SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives administrative direction from, the General Manager. Exercises general direction and supervision over supervisory and technical staff through subordinate levels of supervision.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Assumes full management responsibility for all Operations Department programs, services, and activities.

## **JOB TITLE: Operations Manager**

- Develops, directs, and coordinates the implementation of goals, objectives, policies, procedures, and work standards for the department; establishes, within Agency policy, appropriate budget, service, and staffing levels.
- Manages and participates in the development and administration of the department's annual budget; directs the forecast of additional funds needed for staffing, equipment, materials, and supplies; directs the monitoring of and approves expenditures; directs and implements adjustments as necessary.
- Selects, trains, motivates, and directs department personnel; evaluates and reviews work for acceptability and conformance with department standards, including program and project priorities and performance evaluations; works with employees on performance issues; implements discipline and termination procedures; responds to staff questions and concerns.
- Contributes to the overall quality of the department's service by developing, reviewing, and implementing policies and procedures to meet legal requirements and Agency needs; continuously monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; assesses and monitors the distribution of work, support systems, and internal reporting relationships; identifies opportunities for improvement; directs the implementation of change.
- Develops and manages requests for proposals for professional and/or contracted services; prepares scope of work and any technical specifications; evaluates proposals and recommends award; negotiates contracts; administers contracts to ensure compliance with Authority specifications and service quality.
- Establishes and ensures compliance with standard operating procedures (SOPs), all federal, state, and local regulatory requirements, safety standards, and contractual obligations.
- Performs the most difficult and complex wastewater treatment plant operations; prioritizes and coordinates plant maintenance needs to ensure continuity in operations and regulatory compliance; coordinates and participates in planning capital projects, improvements and modifications to the wastewater treatment plant.
- Performs periodic inspections of all phases of the wastewater treatment process to ensure balanced and proper operation of all systems; recommends alterations and changes in operating procedures as necessary.
- Reviews a variety of operational and laboratory data, reports, results, and recommended sampling/analysis for process monitoring and/or modification; collaborates with laboratory staff to determine optimal sampling locations, collection timing, and collection methodology.
- Represents the department to other Agency departments, elected officials, and outside agencies; explains and interprets departmental programs, policies, and activities; negotiates and resolves significant and controversial issues.
- Conducts a variety of departmental organizational and operational studies and investigations; recommends modifications to programs, policies, and procedures as appropriate.

## **JOB TITLE: Operations Manager**

- Participates in and makes presentations to the Board of Directors and a wide variety of committees, boards, and commissions; attends and participates in professional group meetings; stays abreast of new trends and innovations related to assigned areas of responsibility.
- Maintains and directs the maintenance of working and official departmental files.
- Monitors changes in laws, regulations, and technology that may affect departmental operations; implements policy and procedural changes as required.
- Prepares, reviews, and presents staff reports, regulatory compliance documents and reports, various management and information updates, and reports on special projects as assigned by the General Manager.
- Responds to difficult and sensitive public inquiries and complaints and assists with resolutions and alternative recommendations.
- Ensures staff observe and comply with all Agency and mandated safety rules, regulations, and protocols.
- Serves as acting General Manager, as requested.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

### **QUALIFICATIONS**

#### **Knowledge of:**

- Administrative principles and practices, including goal setting, program development, implementation, and evaluation, and supervision of staff, either directly or through subordinate levels of supervision.
- Principles and practices of leadership.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Principles and practices of strategic plan development.
- Public agency budget development, contract administration, Agency-wide administrative practices, and general principles of risk management related to the functions of the assigned area.
- Organizational and management practices as applied to the analysis and evaluation of projects, programs, policies, procedures, and operational needs.
- Principles, practices, and procedures of public administration in a public agency.
- Functions, authority, and responsibilities of an appointed Board of Directors.
- Waste Discharge Requirements (WDR) and National Pollution Discharge Elimination System (NPDES) permit compliance requirements.
- Applicable federal, state, and local laws, codes, and regulations as well as industry standards and best practices pertinent to the assigned area of responsibility, including all waste discharge requirements.
- Research methodologies relating to regulatory issues, federal, state and local laws and regulations governing wastewater collection and treatment.

## **JOB TITLE: Operations Manager**

- Advanced principles, practices, and theory used in wastewater treatment operations and the evaluation of treatment results.
- Principles and practices of project management.
- Mechanical, electrical, pneumatic, and hydraulic principles.
- Basic principles, methods, and procedures of chemistry, biology, biochemistry, and laboratory/sampling techniques.
- Advanced laboratory operations and evaluations of laboratory data used in tests of wastewater and sludge processes.
- Principles and practices of safety management and response to emergencies involving assigned operations.
- Occupational hazards and safety equipment and practices related to the work, including the handling of hazardous chemicals and safety precautions for confined space entry.
- Principles of mathematics and the application to assigned work.
- Principles and procedures of record keeping, report writing, and preparation of correspondence.
- Recent and on-going developments, current literature, and sources of information related to the operations of the Technical Services Department.
- Methods and techniques of developing technical and administrative reports, and business correspondence.
- Agency and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service, by effectively interacting with the public, member districts, vendors, contractors, and Agency staff.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.

### **Ability to:**

- Develop and implement goals, objectives, practices, policies, procedures, and work standards.
- Provide administrative and professional leadership for the Operations Department.
- Prepare and administer large and complex budgets; allocate limited resources in a cost-effective manner.
- Interpret, apply, explain, and ensure compliance with federal, state, and local policies, procedures, laws, and regulations.
- Plan, organize, direct, and coordinate the work of management, supervisory, professional, and technical personnel; delegate authority and responsibility.
- Select and supervise staff, provide training and development opportunities, ensure work is performed effectively, and evaluate performance in an objective and positive manner.

### **JOB TITLE: Operations Manager**

- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Develop and implement work plans and effectively manage assigned programs/projects, teams, and consultants/contractors.
- Effectively administer special projects with contractual agreements and ensure compliance with contractual obligations.
- Analyze, interpret, summarize, and present technical information and data in an effective manner.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Conduct complex research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.
- Organize, implement, and direct complex wastewater treatment operations and processes while ensuring compliance with regulatory requirements.
- Oversee the establishment and maintenance of a variety of filing, record keeping, and tracking systems.
- Prepare clear and concise reports, correspondence, documentation, and other written materials.
- Make accurate mathematical and statistical computations.
- Use tact, initiative, prudence, and independent judgment within general policy and procedural guidelines.
- Perform work in confined spaces, following required confined space entry procedures and utilizing proper personal protective equipment.
- Adhere to and utilize appropriate safety policies, procedures and practices.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.
- Represent the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

#### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:



## **JOB TITLE: Operations Manager**

### **Experience:**

Eight (8) years of increasingly responsible experience working in wastewater treatment plant operations comparable to Tahoe-Truckee Sanitation Agency, including three (3) years of related management experience.

### **Education:**

Equivalent to a bachelor's degree from an accredited college or university with major coursework in environmental science, engineering, or a related field.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession of a Grade V Wastewater Treatment Operator certificate issued by the California State Water Resources Control Board (SWRCB), to be maintained throughout employment.

Possession of, or ability to obtain a forklift certification is required within six months of appointment.

Possession, or ability to obtain confined space certification within six months of appointment.

Persons employed in this classification are required to participate in Agency provided training to acquire basic First Aid and Cardiopulmonary Resuscitation (CPR) certificates during the initial 12 months of employment and continued maintenance of a valid certificate as a condition of employment for this position.

Possession of, or ability to obtain a 40-hour Hazwoper Hazardous Materials Technician Level III certification within six months of appointment.

### **PHYSICAL REQUIREMENTS**

Must possess mobility to work in a standard office setting and wastewater treatment plant facility and use standard office equipment, including a computer; to operate a motor vehicle and visit various Agency sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work and operational areas to identify problems or hazards may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull

## **JOB TITLE: Operations Manager**

materials and objects averaging a weight of 50 pounds or heavier weights, in all cases with the use of proper equipment and/or assistance from other staff.

### **WORKING/ENVIRONMENTAL CONDITIONS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees also work in the wastewater treatment plant and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes, dust, and air contaminants. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

Employees in this classification may be required to work outside of regular business hours, including occasional weekend work.

**TAHOE-TRUCKEE SANITATION AGENCY**  
**Class Specification**

**Job Title: Operations Supervisor**

**Department: Operations Department**

**FLSA Status: NON EXEMPT**

**Revised as of: 07/2025**

**DEFINITION**

Under general direction, plans, schedules, assigns, reviews, and supervises the work of staff, across multiple shifts, responsible for operating, controlling, and performing preventive maintenance on the Agency's wastewater treatment plant and related facilities and equipment; plans and coordinates comprehensive operational and preventive maintenance activities ensuring operational continuity across all shifts; ensures plant operations meet all regulatory requirements; coordinates assigned activities with other departments and outside agencies; provides complex staff assistance to management staff in areas of expertise; and performs related duties as assigned.

**DISTINGUISHING CHARACTERISTICS**

This is the full supervisory-level class in the Operator series that exercises independent judgment on diverse and specialized wastewater treatment plant operations and maintenance with accountability and ongoing decision-making responsibilities associated with the work. Incumbents are responsible for planning, organizing, supervising, reviewing, and evaluating the work of assigned staff and for ensuring operational continuity and regulatory compliance across all shifts. Incumbents provide professional level support to management staff in a variety of areas. Performance of the work requires the use of independence, initiative, and discretion within established guidelines and scope of practice.

**SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives general direction from the Operations Department Manager. Exercises direct supervision over assigned technical personnel.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Plans, organizes, assigns, directs, supervises, and reviews the work of staff responsible for operating the Agency's wastewater treatment plant to control flow and processing of wastewater, sludge, and effluent.
- Trains staff in work procedures; evaluates employee performance, counsels employees, and effectively recommends initial disciplinary action; assists in selection and promotion.
- Participates in the development of goals, objectives, policies, and procedures for assigned services and programs; recommends and implements policies and procedures including standard operating procedures for assigned operations.

### **JOB TITLE: Operations Supervisor**

- Monitors the operational activities of the wastewater treatment plant; identifies opportunities for improving service delivery and procedures; provides recommendations concerning process changes; reviews with appropriate management staff; implements improvements.
- Schedules and coordinates staff assignments across multiple shifts, ensuring staff coverage for 24/7 plant operations; ensures continuity in operations across all shifts.
- Coordinates assigned services and operations with those of other departments, divisions, and outside agencies.
- Participates in annual budget preparation; identifies resource needs; prepares detailed cost estimates with appropriate justifications; monitors and controls expenditures.
- Monitors and inspects the work of staff and contractors while in progress and upon completion for accuracy, proper work methods and techniques, and compliance with applicable regulations, standards, and specifications.
- Reviews and analyzes a variety of information and data related to plant operations and automated information and control system data; ensures operational activities comply with all regulatory and permit requirements; adjusts processes, operating procedures, and/or equipment as necessary to address and remediate any operational issues and ensure effective and efficient service delivery.
- Monitors, coordinates, and directs plant operations, equipment, and processes across all shifts, ensuring compliance with environmental and public health standards, including the evaluation and adjustment of process controls to ensure the efficient and effective operation of treatment facilities and equipment.
- Evaluates, troubleshoots, and coordinates preventive and corrective maintenance activities and projects for a variety of mechanical, pneumatic, hydraulic, and electrical equipment; develops, implements, and ensures compliance with Lock-Out-Tag-Out (LOTO) procedures and ensures all procedures are followed when taking the plant off and back on-line; assumes responsibility for monitoring chemical and gas levels.
- Participates in the planning and design of system modifications and capital improvement projects; provides input and recommendations related to assigned area(s) of responsibility.
- Monitors and performs laboratory and process tests to optimize plant performance, checks the results, and makes appropriate changes.
- Inspects infrastructure and facilities for safety issues, operational and structural integrity, and possible future work projects; provides recommendations to management and participates in planning of future projects and work.
- Researches, writes, or oversees the preparation of accurate and complete technical, administrative, and regulatory reports, correspondence, spreadsheets, presentations, and other written documents; presents reports and information as needed.
- Ensures work areas are maintained in a clean and orderly condition, including securing equipment and tools at the close of the workday; monitors, controls, and maintains inventory and storage of supplies and equipment.
- Oversees the completion and maintenance of logs and records of work performed and materials and equipment used.

### **JOB TITLE: Operations Supervisor**

- Assumes the role of Senior Operator or Operator as necessary; operates pumps and equipment; collects and delivers samples to the laboratory; monitors flows; operates, repairs, and cleans equipment; enters, retrieves, and interprets operational data; and puts equipment in and out of service as required; performs confined space entries to inspect tanks and other spaces.
- Receives and responds to public inquiries and complaints by initiating, overseeing, and monitoring investigations and communications; implements appropriate responses and corrective actions as necessary to resolve issues in a timely manner in consultation with management staff.
- Attends and participates in professional group meetings; stays abreast of new trends and innovations in the field of wastewater treatment operations.
- Responds promptly to after-hours emergencies and other critical incidents which may impact public health and/or vital Agency infrastructure; leads staff and assists in emergency situations.
- May serve as the designated Chief Plant Operator in the absence of the Chief Plant Operator.
- Operates a forklift to transport, load and unload materials, supplies and equipment, as needed.
- Ensures staff observe and comply with all Agency and mandated safety rules, regulations, and protocols.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

### **QUALIFICATIONS**

#### **Knowledge of:**

- Principles and practices of employee supervision, including work planning, assignment review and evaluation, discipline, and the training of staff in work procedures.
- Principles and practices of leadership.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Basic principles and practices of budget preparation and administration.
- Advanced principles, practices, and theory used in wastewater treatment operations and the evaluation of treatment results.
- Principles, practices, equipment, materials, and tools used in the operation, cleaning, and preventive maintenance of wastewater treatment facilities and equipment.
- Operational principles of pumps, valves, electric motors, diesel engines, and electronic, computerized, and manual control systems.
- Repair, maintenance, and adjustment procedures for wastewater treatment plant equipment.
- Mechanical, electrical, pneumatic, and hydraulic principles.
- Basic principles, methods, and procedures of chemistry, biology, biochemistry, and laboratory/sampling techniques.

### **JOB TITLE: Operations Supervisor**

- Methods and techniques of collecting samples and conducting basic laboratory tests and procedures related to wastewater treatment analysis.
- Occupational hazards and safety equipment and practices related to the work, including the handling of hazardous chemicals and safety precautions for confined space entry.
- Principles of mathematics and the application to assigned work.
- Principles and procedures of record keeping, report writing, and preparation of correspondence.
- Waste Discharge Requirements (WDR) and National Pollution Discharge Elimination System (NPDES) permit compliance requirements.
- Applicable federal, state, and local laws, codes, and regulations as well as industry standards and best practices pertinent to the assigned area of responsibility, including all waste discharge requirements.
- Agency and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service, by effectively interacting with the public, member districts, vendors, contractors, and Agency staff.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.

#### **Ability to:**

- Select and supervise staff, provide training and development opportunities, ensure work is performed effectively, and evaluate performance objectively and positively.
- Assist in developing and implementing goals, objectives, practices, policies, procedures, and work standards.
- Prepare and administer budgets; allocate limited resources in a cost-effective manner.
- Inspect work in progress and upon completion, provide feedback, and identify areas needing improvement.
- Research and evaluate new service delivery methods, procedures, and techniques.
- Supervise the operation, control, and minor preventive maintenance of the Agency's wastewater treatment plant and related facilities and equipment.
- Understand, interpret, apply, and ensure compliance with all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed, including all waste discharge requirements.
- Assist with planning and implementing projects and troubleshooting plant malfunctions.
- Safely operate a variety of manual and mechanized tools and equipment, including forklift, as needed.
- Read and interpret technical information from manuals, drawings, specifications, layouts, blueprints, and schematics.
- Collect wastewater samples and conduct basic tests in accordance with state and federal regulations and requirements.

## **JOB TITLE: Operations Supervisor**

- Maintain a variety of filing, record keeping, and tracking systems of work performed.
- Prepare clear and concise reports, correspondence, documentation, and other written materials.
- Use tact, initiative, prudence, and independent judgment within general policy and procedural guidelines.
- Perform work in confined spaces, following required confined space entry procedures and utilizing proper personal protective equipment.
- Understand and carry out oral and written instructions and prioritize workload to meet deadlines.
- Adhere to and utilize appropriate safety policies, procedures and practices.
- Read, write and comprehend the English language at a level necessary for effective job performance, exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.
- Represent the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

#### **Experience:**

Six (6) years of increasingly responsible experience working in wastewater treatment plant operations comparable to Tahoe-Truckee Sanitation Agency, including two (2) years in a lead or supervisory capacity.

#### **Education:**

Equivalent to the completion of the twelfth (12<sup>th</sup>) grade supplemented by specialized training or coursework in wastewater treatment, chemistry or a related field.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession of a Grade V Wastewater Treatment Plant Operator certification issued by the California State Water Resources Control Board (SWRCB), is required within 18 months upon

### **JOB TITLE: Operations Supervisor**

meeting testing eligibility requirements unless the Department Manager provides extension of time period due to unique situation. Must be maintained throughout employment.

Possession of, or ability to obtain a forklift certification within six months of appointment.

Possession of, or ability to obtain a confined space certification within six months of appointment.

Persons employed in this classification are required to participate in Agency provided training to acquire basic First Aid and Cardiopulmonary Resuscitation (CPR) certificates during the initial 12 months of employment and continued maintenance of a valid certificate as a condition of employment for this position.

Possession of, or ability to obtain a 40-hour Hazwoper Hazardous Materials Technician Level III certification within six months of appointment.

#### **PHYSICAL REQUIREMENTS**

Must possess mobility to work in a wastewater treatment plant facility and in the field; strength, stamina, and mobility to perform medium to heavy physical work; to sit, stand, and walk on level, uneven, or slippery surfaces; frequently reach, twist, turn, kneel, bend, stoop, squat, crouch, grasp and make repetitive hand movement in the performance of daily duties; possible entry into confined spaces and the use of confined entry equipment; to climb and descend ladders; to operate varied hand and power tools and construction equipment, and to operate a motor vehicle and visit various Agency sites; vision to inspect and operate equipment and discriminate among colors. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. Finger dexterity is needed to operate and repair tools and equipment. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 50 pounds or heavier weights, in all cases with the use of proper equipment and/or assistance from other staff.

#### **WORKING/ENVIRONMENTAL CONDITIONS**

Employees work partially indoors and partially outdoors and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, hazardous physical substances and fumes, dust, and air contaminants. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing divisional policies and procedures.



**TAHOE-TRUCKEE SANITATION AGENCY**

**Class Specification**

**Job Title: Operator-In-Training/Operator I/II/III**

**Department: Operations Department**

**FLSA Status: NON EXEMPT**

**Revised as of: 07/2025**

**DEFINITION**

Performs a variety of semi-skilled and skilled tasks associated with the operation and maintenance of the Agency's wastewater treatment plant; monitors treatment plant processes; responds to alarms; collects and analyzes samples; and maintains and submits a variety of documents and records.

**DISTINGUISHING CHARACTERISTICS**

Operator-In-Training – This is the trainee level of the Operator class series. Positions in this class typically have little directly related work experience. Operators–In–Training perform the most routine duties of this classification, progressing to more complex duties with training and experience. The Operator–In–Training is distinguished from the Operator I by the performance of tasks allowed with possession of a Wastewater Treatment Operator–In–Training certificate.

Operator I - This is the entry level class in the Operator series and works under close supervision while continuing to learn job tasks. The Operator I is distinguished from the Operator II by the performance of tasks allowed with possession of a Wastewater Treatment Operator Grade I certificate. Positions in this class are flexibly staffed and are normally filled by advancement from the Operator–In–Training level once the incumbent meets the qualification standards of the I level, demonstrates an ability to perform the full scope of the work, and meets all other performance standards.

Operator II - This is the third level class in the Operator series. It is distinguished from the I level by the assignment of the full range of duties. The Operator II is distinguished from the Operator III by the performance of tasks and duties allowed with possession of a Wastewater Treatment Plant Operator Grade II certification. Positions in this class are flexibly staffed and are normally filled by advancement from the I level once the incumbent meets the qualification standards of the II level, demonstrates an ability to perform the full scope of the work, and meets all other performance standards.

Operator III - This is the fourth level class in the Operator series. The Operator III is distinguished from the Operator II by the ability to perform the full range of duties assigned, including serving as shift operator-in-charge, as needed and allowed with possession of Wastewater Treatment Plant Operator Grade III certification and sufficient amount of Agency experience as determined by the Chief Plant Operator. Positions in this class are flexibly staffed and are normally filled by advancement from the Operator II level the incumbent meets the qualification standards of the III level, demonstrates an ability to perform the full scope of the work, and meets all other performance standards.

## **JOB TITLE: Operator-In-Training/I/II/III**

### **SUPERVISION RECEIVED AND EXERCISED**

#### Operator-In-Training

Reports directly to, and receives immediate supervision from an Operations Supervisor, or designee and may receive technical and functional supervision from an Operator III who is serving as shift operator-in-charge.

#### Operator I

Reports directly to, and receives immediate supervision from an Operations Supervisor, or designee and may receive technical and functional supervision from Senior Operator and Operator III who is serving as shift operator-in-charge.

#### Operator II

Reports directly to, and receives general supervision from an Operations Supervisor, or designee and may receive technical and functional supervision from Senior Operator and Operator III who is serving as shift operator-in-charge.

#### Operator III

Reports directly to, and receives general supervision from an Operations Supervisor, or designee. May provide technical and functional supervision to less certified Operators and assumes the role of operator-in-charge as needed.

**EXAMPLES OF DUTIES (for all Operator levels):** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Collects, processes and performs laboratory tests in accordance with Agency Quality Assurance Manual, including retrieving wastewater, sludge and/or dry samples.
- Performs operations, control, and maintenance functions. Performs laboratory testing and sample collections.
- Operates pumps, valves and metering equipment and other plant equipment; monitors pumping flows; and adjusts, stops or starts plant processes.
- Cleans, flushes and maintains plant equipment and performs minor equipment repairs.
- Inspects a variety of plant equipment; reads and records gauges; ensures maximum efficiency of processes and equipment.
- Operates a forklift to transport, load and unload materials, supplies and equipment, as assigned.
- Delivers materials to laboratory.
- Enters and retrieves information using computer-based system application.
- Performs confined space entries to inspect tanks and other spaces.

### **JOB TITLE: Operator-In-Training/I/II/III**

- Performs record keeping functions such as logging plant operations, test results, maintenance work performed and unusual operating conditions; prepares and maintains a variety of records.
- Locates and troubleshoots malfunctions; investigates and inspects abnormal equipment gauge readings or other unusual situations; responds to alarms and treatment issues; and notifies appropriate personnel as necessary.
- Reports the need for repairs or maintenance if unable to be performed immediately.
- Interprets technical data and maintains a variety of accurate records, reports, and logs.
- Adheres to all safety policies and standard operating procedures, including the handling of chemicals used in the operation of the plant.
- Performs a variety of general facilities maintenance duties.
- Complies with all wastewater treatment facility permits and regulations.
- Accepts deliveries and handles other known hazardous chemicals.
- Work and assigned shift on a rotating basis.
- Represents the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.
- Builds and maintains positive working relationships with co-workers, other Agency employees and the public using principles of good customer service.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

**When acting as the designated shift operator-in-charge (with sufficient amount of Agency experience as determined by the Chief Plant Operator), duties include (Operator III only):**

- Ensures Agency compliance with the Wastewater Discharge Requirements (WDR).
- Performs the full range of operations, control, and maintenance functions during assigned shift while optimizing efficiency; performs laboratory testing and sample collections in accordance with Agency Quality Assurance Manual; demonstrates a full understanding of all applicable policies and work methods associated with assigned duties.
- Operates and monitors all SCADA systems; revises equipment settings as appropriate; makes inspections and corrects or controls system problems as necessary; documents problems and actions taken to address problems.
- Instructs staff in work procedures.
- Communicates, organizes, and directs staff efforts in response to emergency situations.

## **JOB TITLE: Operator-In-Training/I/II/III**

### **QUALIFICATIONS**

#### **Operator-In-Training**

##### **Knowledge of:**

- Basic mechanical principles and practices.
- Basic mathematics, geometry and algebra.
- Basic principles and practices related to chemistry and biology.
- Manual and mechanized tools and equipment needed to make general repairs.
- Methods and processes to perform basic laboratory tests.
- Modern office practices, methods, and computer equipment.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.
- Safe work practices.
- Principles and practices of customer service.

##### **Ability to:**

- Learn to assist in the performance of a variety of unskilled and progressively more skilled tasks related to operating the wastewater treatment facility in a safe manner.
- Learn the requirements and essential aspects of the job, including safety rules and identifying hazards.
- Learn to safely operate a variety of manual and mechanized tools and equipment.
- Learn to make minor repairs.
- Learn to maintain accurate records, reports, and logs.
- Understand and carry out oral and written instructions.
- Read, write and comprehend the English language at a level necessary for effective job performance, exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and learn to use applicable software.
- Maintain regular attendance and adhere to prescribed work schedule to conduct job responsibilities.
- Function in confined spaces and/or hazardous environment.
- Utilize appropriate safety procedures and practices for assigned duties.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.

## **JOB TITLE: Operator-In-Training/I/II/III**

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying (equivalent to California State Water Resources Control Board requirements for certification). A typical way to obtain the required knowledge and abilities would be:

#### **Experience:**

No previous wastewater treatment plant experience necessary.

#### **Education:**

Equivalent to completion of the twelfth grade.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession of a Wastewater Treatment Operator-In-Training Certificate from California State Water Resources Control Board within 4 months from date of hire. Must obtain a Wastewater Treatment Operator Grade I Certificate issued by the California State Water Resources Control Board within eighteen (18) months of appointment to the classification unless the Department Manager provides extension of time period due to unique situation.

Possession of, or ability to obtain a forklift certification within six months of appointment.

Possession of, or ability to obtain a confined space certification within six months of appointment.

Persons employed in this classification are required to participate in Agency provided training to acquire basic First Aid and Cardiopulmonary Resuscitation (CPR) certificates during the initial 12 months of employment and continued maintenance of a valid certificate as a condition of employment for this position.

Possession of, or ability to obtain a 40-hour Hazwoper Hazardous Materials Technician Level III certification within six months of appointment.

### **Operator I**

In addition to the qualifications for the Operator-In-Training:

#### **Knowledge of:**

- Basic mechanical, electrical and hydraulic principles including pumps and piping.
- Relevant software programs used in wastewater treatment operations.

## **JOB TITLE: Operator-In-Training/I/II/III**

### **Ability to:**

- Learn to perform a variety of semi-skilled and skilled tasks associated with the operation and maintenance of the Agency's wastewater treatment plant; monitor treatment plant operations; respond to alarms; collect and analyze samples.
- Learn all requirements and essential aspects of the job, learn and observe safety rules and identify hazards; intermittently locate, analyze, detect and diagnose problem equipment and determine solutions; locate, adjust and operate tools and equipment; intermittently access, review, interpret and enter or adjust information on documents and work orders, remember instructions and how to operate equipment; interpret and communicate technical and numerical information.
- Safely operate a variety of manual and mechanized tools and equipment.
- Learn to investigate equipment and equipment problems.
- Assist to make minor equipment repairs and adjustments.
- Learn to enter or record technical data and information.
- Maintain accurate records, reports and logs.
- Learn to interpret diagrams and technical instructions.
- Learn the safe handling of hazardous materials, liquids, solids and gases used in plant operations.
- Learn to safely operate a variety of manual and mechanized tools and equipment, including forklift, as needed.
- Learn to prioritize workload to meet deadlines.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying (equivalent to California State Water Resources Control Board requirements for certification). A typical way to obtain the required knowledge and abilities would be:

#### **Experience:**

One year of experience similar to an Operator-In-Training with T-TSA.

#### **Education:**

Equivalent to completion of the twelfth grade.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession of a Wastewater Treatment Operator Grade I Certificate issued by the California State Water Resources Control Board. Must obtain a Wastewater Treatment Operator Grade II Certificate issued by the California State Water Resources Control Board within eighteen (18) months of appointment to the classification unless the Department Manager provides extension of time period due to unique situation.

## **JOB TITLE: Operator-In-Training/I/II/III**

Possession of, or ability to obtain a forklift certification within six months of appointment.

Possession of, or ability to obtain a confined space certification within six months of appointment.

Persons employed in this classification are required to participate in Agency provided training to acquire basic First Aid and Cardiopulmonary Resuscitation (CPR) certificates during the initial 12 months of employment and continued maintenance of a valid certificate as a condition of employment for this position.

Possession of, or ability to obtain a 40-hour Hazwoper Hazardous Materials Technician Level III certification within six months of appointment.

### **Operator II**

In addition to the qualifications for the Operator I:

#### **Knowledge of:**

- Basic principles and practices associated with operating a wastewater treatment plant and associated facilities.
- Proper handling of hazardous materials, liquids, solids and gases used in plant operations.
- Water quality testing procedures.

#### **Ability to:**

- On an ongoing basis, know and understand all requirements and essential aspects of the job including laws, regulations, rules and codes related to area of assignment; know and observe safety rules and identify hazards; intermittently locate, analyze, detect and diagnose problem equipment and determine solutions; problem solve issues related to area of assignment; remember various processes and requirements and how to operate equipment; intermittently access, review, and interpret and adjust or enter data on work orders, reports and other documents; identify, interpret and communicate technical and numerical information.
- Perform a variety of progressively more skilled tasks related to the operations of the wastewater treatment facility in a safe manner.
- Enter or record technical data and information.
- Assist with the investigation of equipment and equipment problems.
- Make minor equipment repairs and adjustments.
- Interpret diagrams and technical instructions.
- Safely operate a variety of manual and mechanized tools and equipment, including forklift, as needed.
- Prioritize workload to meet deadlines.

## **JOB TITLE: Operator-In-Training/I/II/III**

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying (equivalent to California State Water Resources Control Board requirements for certification). A typical way to obtain the required knowledge and abilities would be:

#### **Experience:**

Eighteen months of experience similar to an Operator I with T-TSA.

#### **Education:**

Equivalent to completion of the twelfth grade.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession of a Wastewater Treatment Operator Grade II Certificate issued by the California State Water Resources Control Board. Must obtain a Wastewater Treatment Operator Grade III Certificate issued by the California State Water Resources Control Board within twenty-four (24) months of appointment to the classification unless the Department Manager provides extension of time period due to unique situation.

Possession of, or ability to obtain a forklift certification within six months of appointment.

Possession of, or ability to obtain a confined space certification within six months of appointment.

Persons employed in this classification are required to participate in Agency provided training to acquire basic First Aid and Cardiopulmonary Resuscitation (CPR) certificates during the initial 12 months of employment and continued maintenance of a valid certificate as a condition of employment for this position.

Possession of, or ability to obtain a 40-hour Hazwoper Hazardous Materials Technician Level III certification within six months of appointment.



## **JOB TITLE: Operator-In-Training/I/II/III**

### **Operator III**

In addition to the qualifications for the Operator II:

#### **Knowledge of:**

- Methods and procedures for wastewater treatment.
- Methods and procedures for troubleshooting equipment associated with the operation of a wastewater treatment plant.
- Principles and practices of trend analysis.
- Emergency response procedures.
- Principles and practices of training and technical and functional supervision of less experienced staff.

#### **Ability to:**

- Interpret and apply a variety of instructions furnished in written, oral, diagram, or other form.
- Calculate figures and amounts including percentages, areas, circumferences, and volumes and apply the concepts of basic algebra and geometry.
- Act as Emergency Coordinator and respond to urgent situations, if assigned.
- Assist with the enforcement of safety policies and ensures standard operating procedures are followed.
- Serve as shift operator-in-charge, as needed, and provide technical or functional supervision of less experienced staff, with sufficient amount of Agency experience as determined by the Chief Plant Operator.
- Assist with the development and implementation of training for lower level Operators. Shut down areas of the system if needed.

#### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying (equivalent to California State Water Resources Control Board requirements for certification). A typical way to obtain the required knowledge and abilities would be:

#### **Experience:**

Three years of experience similar to an Operator II with T- TSA.

#### **Education:**

Equivalent to completion of the twelfth grade.

## **JOB TITLE: Operator-In-Training/I/II/III**

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession of a Wastewater Treatment Operator Grade III Certificate issued by the California State Water Resources Control Board.

Possession of, or ability to obtain a forklift certification within six months of appointment.

Possession of, or ability to obtain a confined space certification within six months of appointment.

Persons employed in this classification are required to participate in Agency provided training to acquire basic First Aid and Cardiopulmonary Resuscitation (CPR) certificates during the initial 12 months of employment and continued maintenance of a valid certificate as a condition of employment for this position.

Possession of, or ability to obtain a 40-hour Hazwoper Hazardous Materials Technician Level III certification within six months of appointment.

#### **PHYSICAL REQUIREMENTS (for all Operator levels):**

Position self and intermittently move so as to access, maintain, clean, repair and/or install equipment; intermittently move, traverse and position self around the office, control rooms, laboratory or job site while performing work activities and to reach needed items; work effectively at a desk or table in a control room, or while driving vehicles or operating equipment; position self to adjust equipment, use tools to review work of others or access low or high items; ascend and descend stairs, ladders or step stools to reach elevated platforms, equipment or other items and to access areas out of reach; manipulate, operate, activate and adjust equipment and tools; and move or transport weight of 50 pounds or less.

Ability to wear a self-contained breathing apparatus (SCBA) and Full-Face Air Purifying Respirator (APR).

#### **WORKING/ENVIRONMENTAL CONDITIONS (for all Operator levels):**

Work is performed in both indoor and outdoor environments with exposure to confined spaces and all weather conditions. Assignment includes working on or operating equipment and working on elevated platforms. Works a flexible, rotating schedule and/or shifts in order to accommodate a 24-hour, 7 day per week operation, to include weekends and holidays, as well as overtime work.

**TAHOE-TRUCKEE SANITATION AGENCY**

**Class Specification**

**Job Title: Purchasing Agent I/II**

**Department: Administrative Services**

**FLSA Status: NON EXEMPT**

**Revised as of: 07/2025**

**DEFINITION**

Performs a variety of responsible technical administrative functions in support of the Agency's purchasing activities; prepares, coordinates and monitors purchasing agreements; and provides general administrative and customer support, as assigned.

**DISTINGUISHING CHARACTERISTICS**

Purchasing Agent I - This is the entry level class in the Purchasing Agent series. Positions in this class typically require little directly related work experience. The Purchasing Agent I class is distinguished from the II level by the performance of less than the full range of duties assigned to the II level. Incumbents work under immediate supervision while learning job tasks, progressing to general supervision as procedures and processes of assigned area of responsibility are learned.

Purchasing Agent II - This is the journey level class in the Purchasing Agent series and is distinguished from the I level by the assignment and satisfactory performance of the full range of duties. Employees at this level receive relatively less instruction or assistance, as employees at this level are expected to be fully aware of the operating procedures and policies within the work unit. Positions in this class are flexibly staffed and are normally filled by advancement from the I level once the incumbent meets the qualification standards of the II level, demonstrates an ability to perform the full scope of the work, and otherwise meets performance standards.

**SUPERVISION RECEIVED AND EXERCISED**

Purchasing Agent I

Reports directly to, and receives immediate supervision from the Accounting Supervisor.

Purchasing Agent II

Reports directly to, and receives general supervision from the Accounting Supervisor.

## **JOB TITLE: Purchasing Agent I/II**

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Performs front desk administrative functions; answers phones; assists with answering inquiries from the public and checks in visitors at the front desk and front gate.
- Processes incoming and outgoing mail, including checking the outside mailbox, picking up and dropping off mail at the post office.
- Compiles and verifies information; prepares, proofreads, and distributes a variety of documents which may include reports, memoranda, forms, applications, correspondence, flyers, charts, meeting handouts, and/or other items, as assigned.
- Provides administrative support for the Finance and Administrative Department.
- Coordinates the purchasing and procurement process; receives and reviews purchase requisitions and supporting documentation; prepares purchase orders including: purchase services, materials, supplies and equipment; and expedites urgent orders as necessary.
- Contacts suppliers for pricing and availability of items and materials; participates in the selection of suppliers and researches alternate sources of items and materials, as needed.
- Resolves purchasing problems, including complaints, price disputes and delivery issues.
- Coordinates ordering, cleaning, replacing and tracking of employee uniforms and personal protective equipment. Resolves all issues and reviews all invoices.
- Maintains credit card accounts; processes receipts and reconciles to credit card statements.
- Coordinates tagging of Agency assets and maintains inventory.
- Gathers, assembles, updates, and distributes a variety of Agency, department/division, and/or project-specific information, documents, forms, records, and data as requested; assists with bid and contract processes for CIP projects; researches records within areas of responsibility to prepare and provide follow-up information to staff, general public, contractor, or vendor inquiries.
- Monitors project activities, contractors, and subcontractors for compliance with applicable laws, provisions, codes, regulations, and policies; identifies, reports, and/or resolves issues of non-compliance/violations.
- Sets up new vendor accounts; obtains necessary information and paperwork from vendors; prepares vendor invoice tracking; inputs vendor invoices and prints checks; totals and balances accounts.
- Assists in the conduct of studies and special projects, and provides administrative and technical assistance.
- Establishes and maintains processes, policies and procedures related to assigned technical area of responsibility; monitors area activities and reports progress as required.
- Responds to requests for documentation related to assigned area of responsibilities; develops, explains and interprets policies and procedures.
- Ensures areas of responsibilities are in compliance with related laws, codes, ordinances, and legislation; advise staff of any irregularities in compliance.
- Represents the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

## **JOB TITLE: Purchasing Agent I/II**

- Builds and maintains positive working relationships with co-workers, other Agency employees, vendors, contractors, and the public using principles of good customer service.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

### **QUALIFICATIONS**

#### **Purchasing Agent I**

##### **Knowledge of:**

- Modern office practices, methods, and computer equipment including relevant software programs.
- Principles and practices of administrative office functions including file management.
- Methods and procedures of basic mathematics and computations of prices.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.
- Safe work practices.
- Principles and practices of customer service.

##### **Ability to:**

- Learn to prepare, coordinate and monitor/track purchasing/procurement agreements and other documents, reports and orders.
- On an ongoing basis, know, understand and perform operations; know all requirements and essential aspects of the job; observe and analyze and propose solutions to problems; review, analyze and interpret documents and information, remember instructions; and communicate tasks or projects to others.
- Learn, interpret, apply and explain Agency policies and procedures related to procurement of supplies, materials and professional services.
- Accurately compute costs.
- Learn to review bids for compliance with Agency needs, requirements and policies.
- Understand and carry out oral and written instructions, and prioritize workload to meet deadlines.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Maintain regular attendance and adhere to prescribed work schedule to conduct job responsibilities.
- Utilize appropriate safety procedures and practices for assigned duties.

## **JOB TITLE: Purchasing Agent I/II**

- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

#### **Experience:**

Two years of responsible administrative support or technical experience including customer service.

#### **Education:**

Equivalent to completion of twelfth grade required with additional college courses in accounting, business, finance or a related field desirable.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

## **Purchasing Agent II**

#### **Knowledge of:**

- Methods and procedures of purchase agreement development and administration.
- Principles and practices of intermediate analytical research and project coordination.
- Methods and procedures for conducting research, ordering, purchasing and procurement processes, bid processes and purchase agreements.
- Methods and procedures of purchase agreement development and administration.

#### **Ability to:**

- Review bids for compliance with Agency needs, requirements and policies.
- Conduct research, prepare, coordinate and monitor/track purchasing/procurement agreements and bids, and other documents, reports and orders.
- Coordinate, monitor and implement special projects.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

## **JOB TITLE: Purchasing Agent I/II**

### **Experience:**

Two years of experience similar to Purchasing Agent I with T-TSA.

### **Education:**

Equivalent to completion of twelfth grade required with additional college courses in accounting, business, finance or a related field desirable.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Possession of a valid California or Nevada Class C Driver License is desirable.

#### **PHYSICAL REQUIREMENTS (for Purchasing Agent I and II)**

Work effectively at desk, table or counter for long periods of time; intermittently move around the office while performing work activities and to reach needed items; manipulate and file documents; operate and adjust office equipment; manipulate, activate, operate and adjust equipment; ascend and descend ladders or step stools to reach equipment or other items and to access areas out of reach; and move or transport weight of 20 pounds or less.

#### **WORKING/ENVIRONMENTAL CONDITIONS (for Purchasing Agent I and II)**

Work is performed in a typical temperature controlled office environment subject to typical office noise and environment.

## TAHOE-TRUCKEE SANITATION AGENCY

### Class Specification

#### **Job Title: Safety and Compliance Administrator**

**Department: Chief Financial Officer/Risk Manager**

**FLSA Status: EXEMPT**

**Revised as of: 07/2025**

#### **DEFINITION**

Under general direction, plans, develops, organizes, implements, manages, and evaluates the Agency's safety, emergency management, and environmental compliance programs, including occupational health and safety, emergency preparedness and response planning, and environmental compliance; participates in the development of policies and strategies related to safety, emergency, and compliance programs; ensures Agency operations and activities comply with all mandated health and safety regulations; coordinates emergency and safety program activities and operations with those of other Agency divisions and outside agencies; provides complex and responsible staff assistance to management staff in areas of expertise and performs related duties as assigned.

#### **DISTINGUISHING CHARACTERISTICS**

This classification is responsible for planning, organizing, and managing the Agency's safety, emergency management, and compliance programs, initiatives, and activities. Incumbents are responsible for performing diverse, specialized, and complex work involving significant accountability and decision-making responsibilities in overseeing the day-to-day operations of the program. Employees serve as a specialist, liaison, and advocate for the program, with regular contact and interactions with Agency senior management positions, other public agencies, public and private organizations, regulatory and governmental agencies, and members of the public.

#### **SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives general direction from, assigned management personnel. Exercises no direct supervision over staff.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Plans, administers, implements, and oversees safety, emergency management, and compliance programs; ensures Agency operations and activities comply with all Agency and mandated health and safety rules and regulations.
- Participates in the development and implementation of program goals, policies, procedures, and work standards; drafts and submits a wide variety of policies, procedures, manuals, and training material for assigned program operations; implements upon approval.



### **JOB TITLE: Safety and Compliance Administrator**

- Participates in the development, administration, and oversight of program budget(s); determines funding needed for equipment, materials, and supplies; ensures compliance with budgeted funding.
- Administers and implements the Agency's Injury and Illness Prevention Program (IIPP) along with input from other Agency staff. Responsible for safety programs and duties, as assigned.
- Identifies employee training needs related to occupational health and safety, emergency response, and environmental compliance activities; develops, delivers and assigns staff training, training materials, and safety/emergency response drills in compliance with local, state, and federal laws and regulations; continuously evaluates and modifies trainings and training materials to ensure compliance with new and changing regulations and requirements.
- Plans, coordinates, and performs or oversees safety and compliance inspections, investigations, and audits, including scheduled, random, and special purpose inspections of all Agency facilities, equipment, and practices, and investigations of on-the-job accidents, occupational injuries, or illnesses; conducts root cause analysis of accidents/incidences, develops corrective action plans and follows up to ensure action items are addressed and remediated.
- Serves as the Agency's designated emergency response coordinator and liaison to outside first responders; assists in the development and implementation of the Agency's emergency management plans.
- Works with employees, through department management, to correct safety deficiencies; provides advice to staff regarding safety, regulatory and health standards and requirements; serves as Chair of Employee Safety Committee.
- In collaboration with the CFO/Risk Manager, conducts research and analysis including risk assessments, and risk/hazard analysis and provides input and recommendations into policies, procedures and strategies to mitigate risk and liability and control loss.
- Monitors and maintains the Agency's compliance with various health, safety, and environmental permits; and prepares regulatory reports as required.
- Provides technical expertise, guidance, assistance and advice to Agency management and staff related to assigned areas of responsibility; provides input and recommendations related to equipment and resource needs for effective emergency response.
- Serves as a liaison for assigned functions with other Agency departments and outside agencies; provides staff support to commissions, committees, and task forces as necessary; coordinates collaborative efforts among internal staff and external agencies related to assigned programs and activities.
- Conducts a variety of organizational and operational studies and investigations; recommends modifications to assigned programs, policies, and procedures, as appropriate.
- Attends, conducts, and participates in professional group meetings; stays abreast of new trends, innovations, and changes in legislation and/or regulations related to safety, emergency management, and environmental compliance; recommends policy and procedural changes as appropriate.

## **JOB TITLE: Safety and Compliance Administrator**

- Prepares reports and correspondence, including required periodic and special regulatory reports; maintains a variety of records.
- Monitors changes in regulations and technology that may affect operations; implements policy and procedural changes after approval.
- Ensures staff observe and comply with Agency and mandated safety rules, regulations, and protocols.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

### **QUALIFICATIONS**

#### **Knowledge of:**

- Program management principles and practices, including goal setting, program development, implementation, and evaluation, project management, and budget development and administration.
- Principles and practices of leadership.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Applicable federal, state, and local laws, regulatory codes, ordinances, and procedures relevant to assigned areas of responsibility, including safety regulations, emergency preparedness, and environmental compliance.
- Organization and management practices as applied to the development, analysis, and evaluation of programs, policies, and operational needs of the assigned area of responsibility.
- Principles and practices of workplace safety including policies, regulations, specifications and requirements governing industrial health and safety, loss prevention, environmental compliance, emergency preparedness and accident prevention.
- Principles and practices of emergency preparedness, mitigation, and response.
- Assessment, inspection, and investigation principles, practices and techniques related to assigned areas of responsibility.
- Occupational hazards and safety equipment and practices related to the work, including the handling of hazardous chemicals and safety precautions for confined space entry.
- Principles and procedures of record keeping, report writing, and preparation of correspondence.
- Agency and mandated safety rules, regulations, and protocols.
- Recent and on-going developments, current literature, and sources of information related to occupational health and safety, emergency management, and environmental compliance.
- Techniques for providing a high level of customer service, by effectively interacting with the public, member districts, vendors, contractors, and Agency staff.
- Modern office practices, methods, and computer equipment including relevant software programs.

## **JOB TITLE: Safety and Compliance Administrator**

- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.

### Ability to:

- Administer the Agency's safety, emergency management, and environmental compliance programs.
- Interpret, apply, explain, and ensure compliance with federal, state, and local policies, procedures, laws, and regulations.
- Assist in developing and implementing goals, objectives, practices, policies, procedures, and work standards.
- Prepare and administer program and project budgets; allocate limited resources in a cost-effective manner.
- Identify problems, research, and analyze relevant information, and develop and present recommendations and justification for solutions.
- Develop, structure, and provide informative, engaging, and applicable training.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Develop and implement effective emergency preparedness/response plans.
- Conduct investigations of hazardous work conditions or practices, occupational injuries and illnesses, and perform root-cause analysis of incidents.
- Perform detailed, technical, safety, hazard, and environmental assessments and make effective recommendations for action and correction.
- Evaluate the effectiveness of programs and services and make necessary changes and improvements.
- Respond to complaints or inquiries from citizens, staff, and outside organizations.
- Prepare clear, effective, and accurate reports, correspondence, and other written materials.
- Maintain accurate logs, records, and written records of work performed.
- Analyze, interpret, summarize, and present technical information and data in an effective manner.
- Conduct complex research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively represent the division and the Agency in meetings with governmental agencies, community groups, and various businesses, professional, and regulatory organizations, and in meetings with individuals.
- Adhere to and utilize appropriate safety policies, procedures and practices.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.

## **JOB TITLE: Safety and Compliance Administrator**

- Operate and use modern office equipment and technology, including computers and applicable software.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.
- Represent the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

#### **Experience:**

Five (5) years of increasingly responsible experience developing, implementing, administering, and/or evaluating workplace safety, emergency management, and/or environmental compliance programs.

#### **Education:**

Equivalent to a bachelor's degree from an accredited college or university with major coursework in industrial hygiene, environmental science, business or public administration, or a related field.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Possession of a valid California or Nevada Class C Driver License is required at the time of appointment.

Possession, or ability to obtain confined space certification within six months of appointment.

Persons employed in this classification are required to participate in Agency provided training to acquire basic First Aid and Cardiopulmonary Resuscitation (CPR) certificates during the initial 12 months of employment and continued maintenance of a valid certificate as a condition of employment for this position.

Possession of, or ability to obtain a 40-hour Hazwoper Hazardous Materials Technician Level III certification within six months of appointment.

### **PHYSICAL REQUIREMENTS**

When assigned to an office environment, must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone; ability to stand and walk between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate

## **JOB TITLE: Safety and Compliance Administrator**

standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information.

When assigned to field inspection, must possess mobility to work in changing site conditions; possess the strength, stamina, and mobility to perform light to medium physical work; to sit, stand, and walk on level, uneven, or slippery surfaces; to reach, twist, turn, kneel, and bend, to climb and descend ladders; and to operate a motor vehicle and visit various Agency sites; vision to inspect site conditions and work in progress. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards, with exposure to hazardous materials in some site locations. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 50 pounds, or heavier weights, in all cases with the use of proper equipment and/or assistance from other staff.

### **WORKING/ENVIRONMENTAL CONDITIONS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees also work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

**TAHOE-TRUCKEE SANITATION AGENCY**  
**Class Specification**

**Job Title: SCADA Specialist I/II**

**Department: Maintenance**

**FLSA Status: NON EXEMPT**

**Revised as of: 07/2025**

**DEFINITION**

Under immediate (SCADA Specialist I) or general (SCADA Specialist II) supervision, performs complex and varied technical and specialized duties related to the administration and maintenance of the Agency's SCADA (Supervisory Control and Data Acquisition), Human Machine Interface (HMI), Programmable Logic Controller and automation hardware and software; designs, programs, installs, configures, operates, maintains, and repairs Agency SCADA system assets to ensure operational continuity and reliable functionality; researches, troubleshoots, diagnoses, analyzes, and resolves networking and infrastructure issues; provides technical and specialized support to Agency staff and management related to operational technology; radio communications to remote telemetry units; and performs related duties as assigned.

**DISTINGUISHING CHARACTERISTICS**

SCADA Specialist I – This is the entry-level class in the SCADA Specialist series. Initially under close supervision, incumbents learn the operational aspects of the SCADA environment and perform routine duties in support of the HMI system and related hardware and software while learning Agency policies and procedures. As experience is gained, assignments become more varied, complex, and difficult; close supervision and frequent review of work lessen as an incumbent demonstrates skill to perform the work independently. Positions at this level usually perform most of the duties required of the positions at the SCADA Specialist II-level but are not expected to function at the same skill level and usually exercise less independent discretion and judgment in matters related to work procedures and methods. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise.

SCADA Specialist II – This is the journey-level class in the SCADA Specialist series. Positions at this level are distinguished from the SCADA Specialist I-level by the performance of the full range of duties as assigned, working independently, and exercising judgment and initiative. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit. Positions at this level will provide training to SCADA Specialist I.

Positions in the SCADA Specialist class series are flexibly staffed; positions at the II-level are normally filled by advancement from the I-level; progression to the II-level is dependent on (i) management affirmation that the position is performing the full range of duties assigned to the classification; (ii) satisfactory work performance; (iii) the incumbent meeting the minimum qualifications for the classification; and (iv) management approval for progression to the II-level.

## CLASS TITLE: SCADA Specialist I/II

### SUPERVISION RECEIVED AND EXERCISED

#### SCADA Specialist I

Reports directly to, and receives immediate supervision from, assigned supervisory and/or management personnel. Exercises no direct supervision over staff.

#### SCADA Specialist II

Reports directly to, and receives general supervision from, assigned supervisory and/or management personnel. Exercises no direct supervision over staff.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

*Positions at the I-level may perform some of these duties and responsibilities in a learning capacity.*

- Designs, maintains, repairs, and replaces electronic control systems, electronics, and computer hardware and software employed in the operation of the Agency's wastewater conveyance and treatment systems.
- Performs a variety of technical tasks in support of physical and virtual server infrastructures, including installing, configuring, maintaining, and monitoring hardware and software upgrades and security to ensure effective server performance; performs server maintenance checks and back-ups.
- Conducts regular system testing and troubleshooting to identify and resolve any software or hardware issues; utilizes multiple diagnostic methods to isolate problems on systems or applications; investigates, troubleshoots and diagnoses performance or reliability issues to determine root causes; resolves and/or escalates to third-party vendor and/or other technology staff as needed.
- Participates in the design, development, and programming of applications used in process control system operations, programmable logic controllers (PLC), and HMI; assists in monitoring the testing processes to ensure applications perform in accordance with design specifications; reviews results and recommends modifications as needed.
- Prepares technical documentation for system operations; aligns documentation with regulatory agency compliance standards and requirements; prepares a variety of logs and reports on system functionality and reliability.
- Installs, configures, and upgrades desktop computers and associated hardware and software across disparate platforms; loads and tests specialized applications and security devices; ensures connectivity to network and communication systems.
- Installs, configures, and administers network and communications infrastructure equipment; monitors software for security integrity and enforces security measures; troubleshoots and diagnoses configuration and connectivity issues.

## **CLASS TITLE: SCADA Specialist I/II**

- Performs standard database systems tasks; installs and executes programs and scripts to upgrade structures; troubleshoots and diagnoses routine applications problems; performs and/or requests fixes and repairs.
- Utilize various communication protocols for controller to controller, or controller to device communications.
- Reviews and provides input on system integration across multiple operating platforms, technologies, and data sources to ensure seamless integration for effective data flow and system functionality.
- Participates in monitoring operational technology security compliance and reporting, processes and protocols to meet compliance and reporting standards; evaluates progress on compliance efforts and communicates progress and appropriate recommendations to management.
- Participates in the development and deployment of new operational technology systems, applications, and components.
- Assists in the development of operational technology protocols, policies, procedures and operating standards.
- Trains maintenance and operations staff on system use, functionality, and operation; prepares materials, user manuals, instructions, and system documentation.
- Provides training, assistance, and knowledge-sharing to lower-level staff.
- Provides status updates to clients and colleagues on problem resolution, identifying the nature of the problem, and recommending solutions.
- Conducts research and stays current on trends, regulatory changes, and innovative solutions in operational technology.
- Enforces technology operational policies and procedures and/or refers to higher-level staff.
- Observes and complies with all Agency and mandated safety rules, regulations, and protocols.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

### **QUALIFICATIONS**

*Positions at the I-level may exercise some of these knowledge and abilities statements in a learning capacity.*

#### **Knowledge of:**

- Operational and design characteristics of industrial control systems, equipment, and components.
- Principles, techniques, methods, materials, and tools used in control instrumentation installation, programming, system maintenance, and automation.
- Methods and techniques of evaluating operational need requirements to provide technology solutions.
- Networks, hardware, software, servers, and related equipment and devices associated with operational technology systems.



## **CLASS TITLE: SCADA Specialist I/II**

- Industrial programming languages including but not limited to ladder logic, function block, statement list.
- SQL Database management, configuration, querying, and reporting.
- Electrical systems, equipment, and operations.
- Methods and techniques of troubleshooting electrical and electronic system issues.
- Research principles and practices.
- Operations of wastewater management systems.
- Familiarity with security and monitoring devices, and procedures necessary to maintain the integrity and security of data.
- Principles and practices of project management and vendor relationship management.
- Principles and practices of developing and maintaining technical documentation, files, and records.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Applicable federal, state, and local laws, codes, regulations, and ordinances, as well as industry standards and best practices relevant to the assigned area of responsibility.
- Agency and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively interacting with the public, member districts, vendors, contracts, and Agency staff.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.

### **Ability to:**

- Provide technical and specialized support to the Agency's operational technology systems and devices including process control systems, software, hardware, networks, and related applications.
- Install, maintain, troubleshoot, program, upgrade, and repair SCADA systems, PLC, and HMI systems.
- Monitor system operational effectiveness and reliability; implement approved measures to ensure integrity and security of infrastructure and systems.
- Install, configure, maintain, and administer networked systems hardware and software including servers.
- Prepare clear, concise, and accurate technical documentation, user guides, reports of work performed, and other written materials.
- Communicate complex technology issues clearly to non-technical parties.
- Read and interpret maps, schematics, electrical drawings and P&ID's (Piping, and Instrument Diagrams)
- Monitor operational effectiveness, reliability and security vulnerability and respond accordingly.
- Apply critical thinking techniques for a broad range of situations.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.
- Train users in the application and use of operational technology hardware and software.

## **CLASS TITLE: SCADA Specialist I/II**

- Organize work, set priorities, meet critical deadlines and follow-up on assignments.
- Understand and carry out oral and written instructions and prioritize workload to meet deadlines.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Utilize appropriate safety procedures and practices for assigned duties.
- Utilize multimeter, cable termination tools, and various communication testing tools.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.
- Represent the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

#### **SCADA Specialist I**

##### **Experience:**

One (1) year of experience in the design, maintenance, and/or support of operational technology systems and operations.

##### **Education:**

Equivalent to an associate degree from an accredited college, university or trade school with major course work in engineering, instrumentation/industrial automation, information technology, public or business administration, or a related field.

#### **SCADA Specialist II**

##### **Experience:**

Three (3) of increasingly responsible experience in the design, maintenance, and/or support of operational technology systems and operations.

##### **Education:**

Equivalent to an associate degree from an accredited college, university or trade school with major course work in engineering, instrumentation/industrial automation, information technology, public or business administration, or a related field.

### **SPECIAL QUALIFICATIONS**

## **CLASS TITLE: SCADA Specialist I/II**

### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession, or ability to obtain confined space certification within six (6) months of appointment.

Possession of, or ability to obtain Man-Lift certification, within twelve (12) months of employment.

### **PHYSICAL REQUIREMENTS**

Must possess mobility to work in a standard office setting and wastewater treatment plant facility and use standard office equipment, including a computer; to operate a motor vehicle and visit various Agency sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, over the telephone, and two-way radio. This is primarily a sedentary office classification although standing in work areas and walking between work and operational areas to identify problems or hazards may be required. Finger dexterity is needed to manipulate communication mediums (copper wire or fiber optic cable), access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 50 pounds or heavier weights, in all cases with the use of proper equipment and/or assistance from other staff.

### **WORKING/ENVIRONMENTAL CONDITIONS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees also work in the wastewater treatment plant and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes, dust, and air contaminants. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

## TAHOE-TRUCKEE SANITATION AGENCY

### Class Specification

#### **Job Title: Senior Engineer**

**Department: Technical Services**

**FLSA Status: EXEMPT**

**Revised as of: 07/2025**

#### **DEFINITION**

Under general direction, performs a variety of highly responsible, complex, and varied professional engineering duties in support of Agency facilities, infrastructure, asset, and capital improvement program (CIP) projects; manages complex capital improvement and construction projects through all phases of the project management life cycle; researches complex engineering problems, conducts technical studies, and recommends operational, compliance, and/or policy solutions; oversees the work of consultants and contractors; monitors assigned activities to ensure regulatory, performance, and compliance standards are met; provides highly responsible professional assistance to Agency and management staff in areas of expertise; and performs related duties as assigned.

#### **DISTINGUISHING CHARACTERISTICS**

This is the advanced journey-level classification in the Engineer series responsible for performing the most complex work assigned to the series as well as directing the work of Agency staff on a project basis. Incumbents regularly work on tasks which are varied and complex requiring considerable discretion and independent judgment. Positions in the classification rely on experience and judgment to perform assigned duties. Assignments are given with general guidelines and incumbents are responsible for establishing objectives, timelines, and methods to complete assignments. Work is typically reviewed upon completion for soundness, appropriateness, and conformity to policy and requirements.

#### **SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives general direction from, the Technical Services Department Manager. Exercises no direct supervision over staff.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to the class and are not intended to be an inclusive list.*

- Performs a variety of highly responsible, complex, and varied professional engineering duties in support of Agency facilities, infrastructure, assets, capital improvement program (CIP) projects, construction projects, and maintenance activities, including planning, permitting, environmental compliance, design, bidding, contracting, construction, reporting, and project close-out; ensures all activities comply with local, state, and federal law, regulatory requirements, and professional engineering standards.

## **JOB TITLE: Senior Engineer**

- Prepares and/or participates in the preparation and review of preliminary and final engineering plans, cost estimates, cost analysis studies, specifications, environmental documents, agreements, easements, ordinances, schedules, and budgets for assigned projects.
- Prepares and monitors project schedules and coordinates implementation of assigned projects through completion.
- Participates in the development and administration of project budgets; monitors approved budget, approves expenditures, forecasts additional funds needed for project implementation, and recommends adjustments, as necessary; provides status updates and reports to funders and other Agency staff.
- Participates in the preparation and review of bid documents, requests for proposals, and contracts; assists in the bid process for services and materials related to various projects; participates in the selection of contract service.
- Inspects, tracks, and evaluates contractor performance and progress according to industry standards; prepares project status reports; and reviews and facilitates payments to consultants and contractors.
- Conducts or oversees field observations and inspections for all phases of construction for conformance with approved plans, specifications, contract provisions, environmental approvals, and safe work practices in accordance with all applicable laws, codes, and regulations.
- Serves as resident engineer or inspector on complex engineering and construction projects having significant financial and/or operational impact; analyzes and resolves design and engineering issues; settles disputes and issues with inspectors, engineers, contractors, project managers and property owners; conducts negotiations for change orders; prepares contract modifications for change orders.
- Oversees and conducts engineering studies, investigations, and analyses; researches, collects, and analyzes engineering data and evaluates results to determine project-specific requirements and parameters; prepares engineering and/or compliance reports.
- Serves as a staff resource and internal technical expert by providing consultation and guidance to Agency staff and management with respect to Agency engineering programs, projects, and activities; represents the Agency in negotiating and conferring with consultants, other jurisdictions, external and regulatory agencies, and others involved in project execution.
- Participates in the development and implementation and/or modification of goals, objectives, policies, procedures, and priorities for assigned functions; participates in long-range planning, asset management, and capital infrastructure planning, including the development of Agency master plans.
- Identifies infrastructure deficiencies based on research, site inspections, and communications with Agency personnel; prepares reports and technical memoranda describing the deficiencies with corrective actions; prepares studies for planning of new infrastructure.
- Coordinates regulatory, environmental, and/or construction permit and right-of-way activities and processes with other Agency staff and outside agencies.

## **JOB TITLE: Senior Engineer**

- Plans, organizes, assigns, supervises, and reviews the work of lower-level engineers and/or technical and administrative support staff on a project basis.
- Ensures established Agency standards, policies, and procedures, and engineering best practices are consistently applied; analyzes, interprets, and explains regulations and policies related to assigned areas of responsibility.
- Serves as a liaison and represents the Agency with other Agency departments, divisions, developers, contractors, architects, land owners, and outside agencies; provides staff support to commissions, committees, and task forces as necessary.
- Monitors changes in regulations and technology that may affect wastewater systems engineering; implements policy and procedural changes after approval.
- Maintains files, databases, and records related to assigned programs, activities, and projects; prepares a variety of written reports, memoranda, and correspondence.
- Observes and complies with all Agency and mandated safety rules, regulations, and protocols.
- Upholds Agency Guiding Principles.
- Performs related duties as required.

### **QUALIFICATIONS**

#### **Knowledge of:**

- Advanced modern principles and practices of civil engineering design and construction as they relate to wastewater conveyance and treatment facilities, systems, and infrastructure.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Principles and practices of project and construction management including budget and contract management.
- Agency procurement and contract management processes.
- Principles and techniques of conducting complex engineering studies, evaluating alternatives, making sound recommendations, and preparing and presenting effective technical engineering and regulatory reports.
- Advanced principles and practices of process, mechanical, electrical, control, and instrumentation design and construction in wastewater conveyance and treatment facilities, systems, and infrastructure.
- Operations and regulatory requirements of wastewater conveyance and treatment systems.
- Methods, materials, and techniques used in the construction of public works and wastewater projects.
- Principles of advanced mathematics and their application to engineering work.
- Applicable federal, state, and local laws, codes, and regulations as well as industry standards and best practices pertinent to the assigned area of responsibility.
- Principles and practices of technical report and business correspondence preparation.
- Principles of providing functional direction and work review on a project basis.
- Recent and on-going developments, current literature, and sources of information related to civil engineering.

## **JOB TITLE: Senior Engineer**

- Principles and procedures of recordkeeping, document processing, and filing systems.
- Agency and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service, by effectively interacting with the public, member districts, vendors, contractors, and Agency staff.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.

### **Ability to:**

- Provide professional consultation, support, and expertise related to assigned wastewater engineering programs, projects, and functions.
- Manage and monitor complex engineering analysis, projects, and studies, on-time and within budget.
- Gather, analyze, and compile data and prepare a variety of designs, plans, details, estimates, and specifications for construction, operation, and maintenance of capital improvement projects.
- Perform complex engineering calculations.
- Utilize advanced engineering techniques to evaluate complex project design or construction issues.
- Assist in developing and implementing goals, objectives, practices, policies, procedures, and work standards.
- Develop and implement work plans and effectively manage engineering projects, project teams, and consultants/contractors.
- Identify problems, research and analyze relevant information, and develop and present recommendations and justification for solutions.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Read and interpret plans, specifications, diagrams and maps.
- Establish and maintain a variety of filing, record keeping, and tracking systems.
- Effectively represent the department in meetings with governmental agencies, community groups, and various businesses, professional, and regulatory organizations, and in meetings with individuals.
- Prepare clear and concise reports, correspondence, documentation, and other written materials.
- Adhere to and utilize appropriate safety policies, procedures and practices.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.

## **JOB TITLE: Senior Engineer**

- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.
- Represent the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

#### **Experience:**

Five (5) years of increasingly responsible professional engineering experience including wastewater conveyance and/or treatment systems planning, design, construction, and project management.

#### **Education:**

Equivalent to a bachelor's degree from an accredited college or university with major coursework in civil engineering or a related field.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession of a valid certificate of registration as a Professional Engineer issued by the California Department of Consumer Affairs Board for Professional Engineers, Land Surveyors, and Geologists, to be maintained throughout employment.

Possession, or ability to obtain confined space certification within six months of appointment.

Persons employed in this classification are required to participate in Agency provided training to acquire basic First Aid and Cardiopulmonary Resuscitation (CPR) certificates during the initial 12 months of employment and continued maintenance of a valid certificate as a condition of employment for this position.

Possession of, or ability to obtain a 40-hour Hazwoper Hazardous Materials Technician Level III certification within six months of appointment.

### **PHYSICAL REQUIREMENTS**

When assigned to an office environment, must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone; ability to stand and walk between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office



## **JOB TITLE: Senior Engineer**

equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information.

When assigned to field inspection, must possess mobility to work in changing site conditions; possess the strength, stamina, and mobility to perform light to medium physical work; to sit, stand, and walk on level, uneven, or slippery surfaces; to reach, twist, turn, kneel, and bend, to climb and descend ladders; and to operate a motor vehicle and visit various Agency sites; vision to inspect site conditions and work in progress. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards, with exposure to hazardous materials in some site locations. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 50 pounds, or heavier weights, in all cases with the use of proper equipment and/or assistance from other staff.

### **WORKING/ENVIRONMENTAL CONDITIONS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees also work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

Employees in this classification may be required to work outside of regular business hours, including occasional weekend work.

**TAHOE-TRUCKEE SANITATION AGENCY**  
**Class Specification**

**Job Title: SENIOR OPERATOR**

**Department: Operations Department**

**FLSA Status: NON EXEMPT**

**Revised as of: 07/2025**

**DEFINITION**

Under direction, plans, schedules, assigns, reviews, supervises, and participates in the work of staff on an assigned shift responsible for operating, controlling, and performing preventive maintenance on the Agency's wastewater treatment plant and related facilities and equipment; supervises the regulation of influent and effluent flows within the system to ensure plant compliance; oversees and performs sample collection and basic laboratory tests; provides technical support and operational data to the Operations Supervisor; and performs related duties as assigned.

**DISTINGUISHING CHARACTERISTICS**

This is the advanced journey-level classification in the Operator series responsible for planning, directing, and supervising the work of staff on an assigned shift and for performing the most complex work assigned to the series. Incumbents regularly work on tasks which are varied and complex requiring considerable discretion and independent judgment. Positions in the classification rely on experience and judgment to monitor and direct wastewater treatment plant operations and maintenance during an assigned shift. Assignments are given with general guidelines and incumbents are responsible for establishing objectives, timelines, and methods to complete assignments. Incumbents provide technical support to the Operations Supervisor in a variety of areas. Performance of the work requires the use of independence, initiative, and discretion within established guidelines and scope of practice. This classification is distinguished from the Operations Supervisor in that the latter is the full supervisory classification with responsibility for the supervision and evaluation of all Operators across all shifts.

**SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives direction from, the Chief Plant Operator, or designee.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class, and are not intended to be an inclusive list.*

- Plans, schedules, assigns, reviews, supervises, and participates in the work of staff on an assigned shift responsible for operating the Agency's wastewater treatment plant to control flow and processing of wastewater, sludge, and effluent.
- Trains employees in work principles, practices, work methods, policies, procedures, and applicable federal, state, and local laws, rules, and regulations; trains employees in the use of tools and equipment, and relevant safety precautions.

### **JOB TITLE: Senior Operator**

- Provides feedback, input, and recommendations related to staff selection, performance evaluation, promotion, and disciplinary actions.
- Monitors quality of work performed by staff and/or contractors and identifies opportunities for improving service delivery methods and procedures; provides recommendations concerning process changes and staffing levels; implements changes and improvements after approval.
- Oversees, directs, and participates in the monitoring of plant facilities and equipment, such as pumps, motors, digesters, biosolids, and other equipment, and treatment processes using Supervisory Control and Data Acquisition (SCADA) system on an assigned shift to ensure compliance with environmental and public health standards, including monitoring and making adjustments as needed to optimize flow and process efficiency, making chemical dosage changes, changing pumping rates, and inspecting and monitoring equipment.
- Directs the operation and preventive maintenance of a variety of treatment plant equipment, such as electric motors, engines, gas and electric powered pumps, air compressors, emergency systems, power generation systems, chillers, pressure and flow regulators, analyzers, filters, chemical feed systems, digesters, fats, oils, and grease processing equipment, bar screens, and blowers; lubricates pumps, motors, chains, conveyors, and other machinery and equipment; cleans tanks and related facilities.
- Collects wastewater and sludge samples and performs routine laboratory tests and analysis; adjusts processes based on test results within authorized parameters, including plant flow, sludge pumping cycles, and chemical addition units.
- Troubleshoots operational and minor maintenance problems; coordinates the maintenance and repair of operational and/or equipment problems and makes minor emergency repairs as needed; assists with startup and shutdown of major processes and equipment to support maintenance and repair efforts.
- Responds to and troubleshoots operational issues and emergencies impacting plant operations; provides incident command and communicates and coordinates with internal staff, external agencies, and emergency personnel as necessary, and implements corrective action and/or contingency plans depending on scope of issues/emergency.
- Conducts plant-wide safety inspections; ensures that safe work methods are being used and makes appropriate use of related safety equipment as required.
- Inspects facilities for safety issues, system integrity, and possible future work projects; provides recommendations to the supervisor.
- Maintains accurate logs and records of shift activities and work performed; prepares periods reports as required.
- Ensures work areas are maintained in a clean and orderly condition, including securing equipment, vehicles, and tools at the close of the workday.
- Responds to public inquiries and complaints and assists with resolutions and alternative recommendations.
- Participates in emergency response related to recycled and wastewater treatment spills, overflows, and equipment failures.
- Ensures staff observe and comply with all Agency and mandated safety rules, regulations, and protocols.

## **JOB TITLE: Senior Operator**

- Performs confined space entries to inspect tanks and other spaces.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

### **QUALIFICATIONS**

#### **Knowledge of:**

- Principles and practices of employee supervision, including work planning, assignment review and evaluation, discipline, and the training of staff in work procedures.
- Principles, practices, equipment, materials, and tools used in the operation, cleaning, and preventive maintenance of wastewater treatment facilities and equipment.
- Operational principles of pumps, valves, electric motors, diesel engines, and electronic, computerized, and manual control systems.
- Basic repair, maintenance, and adjustment procedures for wastewater treatment plant equipment.
- Principles of wastewater treatment and water reclamation processes including screening and grit removal, primary and secondary clarification, flow equalization, activated sludge utilizing biological nutrient removal, tertiary filtration, ultraviolet disinfection, anaerobic digestion, solids thickening, solids dewatering, cogeneration with emissions control systems, and trucked waste receiving.
- Basic principles of chemistry.
- Methods and techniques of collecting samples and conducting basic laboratory tests and procedures related to wastewater treatment analysis.
- Waste Discharge Requirements (WDR) and National Pollution Discharge Elimination System (NPDES) permit compliance requirements.
- Operational characteristics and minor maintenance of a variety of hand and power tools and light to heavy equipment and their application to wastewater treatment operations.
- Occupational hazards and safety equipment and practices related to the work, including the handling of hazardous chemicals.
- Principles of mathematics and the application to assigned work.
- Principles and procedures of record keeping.
- Applicable federal, state, and local laws, codes, and regulations as well as industry standards and best practices pertinent to the assigned area of responsibility.
- Agency and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively interacting with the public, member districts, vendors, contractors, and Agency staff.
- Occupational hazards, safe work practices, and safety equipment related to the work, including safety precautions for confined space entry.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.

### **JOB TITLE: Senior Operator**

- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.

#### **Ability to:**

- Assist in the selection and supervise staff, provide training and development opportunities, ensure work is performed effectively, and assist in evaluating performance in an objective and positive manner.
- Supervise the operation of all aspects of the Agency's wastewater treatment plant, systems, and equipment during an assigned shift.
- Read and interpret gauges and other recording devices reflecting wastewater treatment plant operations and make operating adjustments based upon recorded data.
- Collect wastewater samples and conduct basic tests in accordance with state and federal regulations and requirements.
- Recognize and correct or report unusual, inefficient, or dangerous operating conditions.
- Supervise inspections and monitoring processes, diagnose operational problems, and supervise the performance of preventive maintenance of treatment plant facilities and equipment.
- Supervise the safe and effective use, operation, and maintenance of hand and power tools, test equipment, and vehicle required for the work.
- Maintain a variety of filing, record keeping, and tracking systems of work performed.
- Perform mathematical computations with accuracy.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Perform work in confined spaces, following required confined space entry procedures and utilizing proper personal protective equipment.
- Understand and carry out oral and written instructions and prioritize workload to meet deadlines.
- Adhere to and utilize appropriate safety policies, procedures and practices.
- Read, write and comprehend the English language at a level necessary for effective job performance, exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.
- Represent the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

## **JOB TITLE: Senior Operator**

### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

#### **Experience:**

Five (5) years of increasingly responsible experience working in wastewater treatment plant operations comparable to Tahoe-Truckee Sanitation Agency.

#### **Education:**

Equivalent to the completion of the twelfth (12<sup>th</sup>) grade, supplemented by specialized training or coursework in wastewater treatment, chemistry, or a related field.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession of a Grade III Wastewater Treatment Plant Operator certification issued by the California State Water Resources Control Board (SWRCB), to be maintained throughout employment.

Possession of, or ability to obtain a forklift certification within six months of appointment.

Possession, or ability to obtain of a confined space certification within six months of appointment.

Persons employed in this classification are required to participate in Agency provided training to acquire basic First Aid and Cardiopulmonary Resuscitation (CPR) certificates during the initial 12 months of employment and continued maintenance of a valid certificate as a condition of employment for this position.

Possession of, or ability to obtain a 40-hour Hazwoper Hazardous Materials Technician Level III certification within six months of appointment.

### **PHYSICAL REQUIREMENTS**

Must possess mobility to work in a wastewater treatment plant facility and in the field; strength, stamina, and mobility to perform medium to heavy physical work; to sit, stand, and walk on level, uneven, or slippery surfaces; frequently reach, twist, turn, kneel, bend, stoop, squat, crouch, grasp and make repetitive hand movement in the performance of daily duties; possible entry into confined spaces and the use of confined entry equipment; to climb and descend ladders; to operate varied hand and power tools and construction equipment, and to operate a motor vehicle and visit various Agency sites; vision to inspect and operate equipment and discriminate among colors. The job involves fieldwork requiring frequent walking in operational areas to identify

### **JOB TITLE: Senior Operator**

problems or hazards. Finger dexterity is needed to operate and repair tools and equipment. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 50 pounds or heavier weights, in all cases with the use of proper equipment and/or assistance from other staff.

#### **WORKING/ENVIRONMENTAL CONDITIONS**

Employees work partially indoors and partially outdoors and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, hazardous physical substances and fumes, dust, and air contaminants. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing divisional policies and procedures.

Employees in this classification work a flexible, rotating schedule and/or shifts in order to accommodate a 24-hour, 7 day per week operation, to include weekends and holidays, as well as overtime work.

## TAHOE-TRUCKEE SANITATION AGENCY

### Class Specification

#### **Job Title: Technical Services Department Manager**

**Department: Engineering**

**FLSA Status: EXEMPT**

**Revised as of: 07/2025**

#### **DEFINITION**

Under administrative direction, plans, organizes, manages, and provides administrative direction and oversight for all functions and activities of the Technical Services Department, including engineering and laboratory programs, projects, and operations; coordinates assigned activities with other Agency departments, officials, member districts, outside agencies, and the public; fosters cooperative working relationships among Agency departments, with intergovernmental and regulatory agencies, and various public and private groups; provides highly responsible and complex professional assistance to the General Manager in areas of expertise; and performs related duties as assigned.

#### **DISTINGUISHING CHARACTERISTICS**

This is a department director classification that oversees, directs, and participates in all activities of the Technical Services Department, including short- and long-term planning as well as development and administration of department policies, procedures, and services. This class provides assistance to the General Manager in a variety of administrative, coordinative, analytical, and liaison capacities. Successful performance of the work requires knowledge of public policy, Agency functions and activities, including the role of the Board of Directors and the ability to develop, oversee, and implement projects and programs in a variety of areas. Responsibilities include coordinating the activities of the department with those of other departments and outside agencies and managing and overseeing the complex and varied functions of the department. The incumbent is accountable for accomplishing departmental planning and operational goals and objectives, and for furthering Agency goals and objectives within general policy guidelines.

#### **SUPERVISION RECEIVED AND EXERCISED**

Reports directly to, and receives administrative direction from, the General Manager. Exercises general direction and supervision over supervisory, professional, technical, and administrative support staff through subordinate levels of supervision.

**EXAMPLES OF DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Assumes full management responsibility for all Technical Services Department programs, services, and activities.



## **JOB TITLE: Technical Services Department Manager**

- Develops, directs, and coordinates the implementation of goals, objectives, policies, procedures, and work standards for the department; establishes, within Agency policy, appropriate budget, service, and staffing levels.
- Manages and participates in the development and administration of the department's annual budget; directs the forecast of additional funds needed for staffing, equipment, materials, and supplies; directs the monitoring of and approves expenditures; directs and implements adjustments as necessary.
- Selects, trains, motivates, and directs department personnel; evaluates and reviews work for acceptability and conformance with department standards, including program and project priorities and performance evaluations; works with employees on performance issues; implements discipline and termination procedures; responds to staff questions and concerns.
- Contributes to the overall quality of the department's service by developing, reviewing, and implementing policies and procedures to meet legal requirements and Agency needs; continuously monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; assesses and monitors the distribution of work, support systems, and internal reporting relationships; identifies opportunities for improvement; directs the implementation of change.
- Manages professional engineering staff responsible for the design and construction of Agency capital improvement projects associated with the operation of the Agency's Grade wastewater treatment plant, interceptor pipeline, and other related facilities and infrastructure.
- Directs and oversees the preparation and administration of the Agency's long-term master plan and capital improvement project plan, including the preparation of cost estimates for budget recommendations; administers approved CIP budgets.
- Manages and oversees the Agency's laboratory and environmental compliance programs; directs updates to standard operating procedures (SOPs), Chemical Hygiene Plan, and quality assurance program manual according to Environmental Laboratory Accreditation Program (ELAP) standards; reviews, analyzes, and validates the accuracy of laboratory data, method compliance, and results; generates and distributes various compliance and operations reports; ensures activities comply with all local, state, and federal regulations, requirements, and industry standards.
- Oversees water quality sampling and/or engineering studies, investigations, and analyses; researches, collects, and analyzes data and evaluates results to determine project-specific feasibility, requirements, and parameters; prepares various water quality, engineering, and/or compliance reports and other supporting documentation for assigned projects/programs.
- Oversees the development of consultant requests for proposals for professional services and the advertising and bid processes; evaluates proposals and recommends project award; coordinates with legal counsel to determine Agency needs and requirements for contractual services; negotiates contracts and agreements and administers same after award.

### **JOB TITLE: Technical Services Department Manager**

- Represents the department to other Agency departments, elected officials, and outside agencies; explains and interprets departmental programs, policies, and activities; negotiates and resolves significant and controversial issues.
- Conducts a variety of departmental organizational and operational studies and investigations; recommends modifications to programs, policies, and procedures as appropriate.
- Participates in and makes presentations to the Board of Directors and a wide variety of committees, boards, and commissions; attends and participates in professional group meetings; stays abreast of new trends and innovations related to assigned areas of responsibility.
- Maintains and directs the maintenance of working and official departmental files.
- Monitors changes in laws, regulations, and technology that may affect departmental operations; implements policy and procedural changes as required.
- Prepares, reviews, and presents staff reports, various management and information updates, and reports on special projects as assigned by the General Manager.
- Responds to difficult and sensitive public inquiries and complaints and assists with resolutions and alternative recommendations.
- Ensures staff observe and comply with all Agency and mandated safety rules, regulations, and protocols.
- Serves as acting General Manager, as requested.
- Upholds Agency Guiding Principles.
- Performs related duties as assigned.

### **QUALIFICATIONS**

#### **Knowledge of:**

- Administrative principles and practices, including goal setting, program development, implementation, and evaluation, and supervision of staff, either directly or through subordinate levels of supervision.
- Principles and practices of leadership.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Principles and practices of strategic plan development.
- Public agency budget development, contract administration, Agency-wide administrative practices, and general principles of risk management related to the functions of the assigned area.
- Organizational and management practices as applied to the analysis and evaluation of projects, programs, policies, procedures, and operational needs.
- Principles, practices, and procedures of public administration in a public agency.
- Functions, authority, and responsibilities of an appointed Board of Directors.
- Applicable federal, state, and local laws, codes, and regulations as well as industry standards and best practices pertinent to the assigned area of responsibility.

### **JOB TITLE: Technical Services Department Manager**

- Research methodologies relating to regulatory issues, federal, state and local laws and regulations governing wastewater collection and treatment.
- Water Quality Laboratory practices and procedures.
- Principles and practices of project management.
- Operations and regulatory requirements of wastewater management systems.
- Principles and practices of engineering including, planning, design, cost estimating, construction, operation, and inspection of a wide variety of wastewater projects.
- Principles and practices of biological, chemical, bacteriological and physical testing and analyses of water and wastewater including proper sampling procedures and EPA approved methods as dictated in Standard Methods.
- Principles and procedures of record keeping, report writing, and preparation of correspondence.
- Recent and on-going developments, current literature, and sources of information related to the operations of the Technical Services Department.
- Methods and techniques of developing technical and administrative reports, and business correspondence.
- Agency and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service, by effectively interacting with the public, member districts, vendors, contractors, and Agency staff.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.

#### **Ability to:**

- Develop and implement goals, objectives, practices, policies, procedures, and work standards.
- Provide administrative and professional leadership for the Technical Services Department.
- Prepare and administer large and complex budgets; allocate limited resources in a cost-effective manner.
- Interpret, apply, explain, and ensure compliance with federal, state, and local policies, procedures, laws, and regulations.
- Plan, organize, direct, and coordinate the work of management, supervisory, professional, and technical personnel; delegate authority and responsibility.
- Select and supervise staff, provide training and development opportunities, ensure work is performed effectively, and evaluate performance in an objective and positive manner.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.

### **JOB TITLE: Technical Services Department Manager**

- Develop and implement work plans and effectively manage assigned programs/projects, teams, and consultants/contractors.
- Effectively administer special projects with contractual agreements and ensure compliance with contractual obligations.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Analyze, interpret, summarize, and present technical information and data in an effective manner.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Conduct complex research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.
- Analyze complex operational processes and perform complex engineering and laboratory calculations in the development of sound recommendations.
- Perform mathematical, statistical, geometric and algebraic calculations common to water quality control laboratory analysis.
- Read and interpret plans, specifications, diagrams and maps.
- Adhere to and utilize appropriate safety policies, procedures and practices.
- Read, write and comprehend the English language at a level necessary for effective job performance exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.
- Represent the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.

#### **Experience and Education:**

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

#### **Experience:**

Eight (8) years of increasingly responsible experience in the development, administration, oversight, and management of professional engineering or water/wastewater laboratory programs, projects, and activities, including three (3) years of related management experience.

## **JOB TITLE: Technical Services Department Manager**

### **Education:**

Equivalent to a bachelor's degree from an accredited college or university with major coursework in environmental science, civil engineering, business or public administration, or a related field.

### **SPECIAL QUALIFICATIONS**

#### **License and Certificate:**

Must possess a valid California or Nevada Class C Driver License, have and maintain a satisfactory driving record and be insurable by the Agency to operate Agency vehicles.

Possession of, or ability to obtain within twelve (12) months of hire, a valid registration as a Professional Engineer (PE) issued by the California Board for Professional Engineers, Land Surveyors, and Geologists, or a valid Grade IV Laboratory Analyst certificate issued by the California Water Environment Association (CWEA), to be maintained throughout employment.

Possession of, or ability to obtain a confined space certification within six months of appointment.

Persons employed in this classification are required to participate in Agency provided training to acquire basic First Aid and Cardiopulmonary Resuscitation (CPR) certificates during the initial 12 months of employment and continued maintenance of a valid certificate as a condition of employment for this position.

Possession of, or ability to obtain a 40-hour Hazwoper Hazardous Materials Technician Level III certification within six months of appointment.

### **PHYSICAL REQUIREMENTS**

Must possess mobility to work in a standard office setting and wastewater treatment plant facility and use standard office equipment, including a computer; to operate a motor vehicle and visit various Agency sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work and operational areas to identify problems or hazards may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 50 pounds or heavier weights, in all cases with the use of proper equipment and/or assistance from other staff.

### **WORKING/ENVIRONMENTAL CONDITIONS**

**JOB TITLE: Technical Services Department Manager**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees also work in the wastewater treatment plant and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes, dust, and air contaminants. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

Employees in this classification may be required to work outside of regular business hours, including occasional weekend work.

DRAFT



# TAHOE-TRUCKEE SANITATION AGENCY

## BOARD OF DIRECTORS MEETING

**To:** Board of Directors

**From:** Vicky Lufrano, Human Resources Administrator

**Meeting Date:** April 16, 2025

**Item:** VI.3.

**Subject:** Approval of Resolution No. 04-2025 Amending Employer Paid Member Contributions.

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**Background:**

TTSA is part of the CalPERS retirement system, and the two main employee retirement plans are commonly referred to as Classic and PEPRA retirement.

Employees that joined the CalPERS retirement system prior to 2013, are Classic members. Those that joined in 2013 and after, are generally PEPRA employees. There are variables that may change those definitions.

TTSA currently has a resolution on file with CalPERS that states the employer (ER) will pay 100% of the employee (EE) share of Classic retirement, when hired prior to April 1, 2021. Additionally, TTSA currently has a resolution on file with CalPERS that states the employer (ER) will pay 0% of the employee (EE) share of Classic retirement, when hired after April 1, 2021. With both Classic and PEPRA retirement, there is a percentage of salary that is paid toward the employees' retirement. With each percentage, there is an ER and EE split of the full percentage. For Classic members, the full percentage paid toward retirement is approximately 23.92%, of which 15.92% is ER and 8.0% is EE. For PEPRA, the full percentage paid toward retirement is approximately 16.07%, of which 8.07% is ER and 8.0% is EE. With Classic membership, the ER may choose whether to pay the EE share. With PEPRA membership, the ER may not choose to pay the EE share.

With the finalization of the classification and compensation study, which compared all staff to PEPRA retirement, thereby increasing salaries by a minimum of 8%, we request a change for Classic employees hired prior to April 1, 2021, that requires them to pay the EE share of Classic retirement. Resolution No. 04-2025 amends the Employer Paid Member Contributions (EMPC) for all employees hired at TTSA within Classic retirement.

Once this has been passed by the Board, it will be sent to CalPERS for implementation. The effective date of the change with CalPERS will be July 01, 2025.

**Recommendation:**

Management and Staff Recommend Approval of Resolution No. 04-2025 Amending Employer Paid Member Contributions (EPMC).

**Fiscal Impact:**

Cost savings with future employees.

**Review Tracking:**

*Vicky Lufrano*

Submitted By:

Vicky Lufrano  
Human Resources Administrator

*Richard Pallante*

Approved By:

Richard Pallante  
General Manager

**Attachments:**

1. Resolution No. 04-2025 (Employer Paid Member Contributions)

## **RESOLUTION NO. 4 - 2025**

### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TAHOE-TRUCKEE SANITATION AGENCY AMENDING EMPLOYER PAID MEMBER CONTRIBUTIONS**

**WHEREAS** the governing body of the Tahoe-Truckee Sanitation Agency has the authority to implement Government Code Section 20691;

**WHEREAS** the governing body of the Tahoe-Truckee Sanitation Agency has a written labor policy or agreement which specifically provides for the normal member contributions to be paid by the employer for employees determined by CalPERS to be Classic Miscellaneous Members hired before April 1, 2021;

**WHEREAS** the governing body of the Tahoe-Truckee Sanitation Agency has a written labor policy or agreement (Resolution No. 3-2021) which specifically provides for the normal member contributions to be paid by the employee for employees determined by CalPERS to be Classic Miscellaneous Members hired April 1, 2021, and after;

**WHEREAS** the governing body of the Tahoe-Truckee Sanitation Agency desires to change its policy, and any applicable previous resolution, and not provide Employer Paid Member Contributions (EPMC) for all employees after the date specified in this Resolution who are determined by CalPERS to be Classic Miscellaneous Members;

**WHEREAS** one of the steps in the procedures to implement Section 20691 is the adoption by the governing body of the Tahoe-Truckee Sanitation Agency of a Resolution to commence, revise, or eliminate said Employer Paid Member Contributions (EPMC);

**WHEREAS**, the governing body of the Tahoe-Truckee Sanitation Agency has identified the following conditions for the purpose of its election to pay EPMC:

- For those employees who are hired by the Tahoe-Truckee Sanitation Agency prior to April 1, 2021 and are determined by CalPERS to be Classic Miscellaneous Members, the Tahoe-Truckee Sanitation Agency shall pay 0% (zero percent) of the employees' normal member contributions as EPMC.
- For those employees who are hired by the Tahoe-Truckee Sanitation Agency after April 1, 2021 and are determined by CalPERS to be Classic Miscellaneous Members, the Tahoe-Truckee Sanitation Agency shall pay 0% (zero percent) of the employees' normal member contributions as EPMC.
- For those employees who are determined by CalPERS to be PEPRAs Miscellaneous Members ("new members" as defined by the Public Employees' Pension Reform Act), the Tahoe-Truckee Sanitation Agency shall pay 0% (zero percent) of the employees' normal member contributions, as required by California Government Code sections 20691(b) and 7522.30(c)
- The effective date of this Resolution shall be July 1, 2025.



**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Tahoe-Truckee Sanitation Agency elects to pay EPMC, as set forth above.

**PASSED AND ADOPTED** by the Board of Directors of Tahoe-Truckee Sanitation Agency this 16<sup>th</sup> day of April 2025, at Truckee, California, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

BY:

\_\_\_\_\_  
Blake Tresan, President – Board of Directors  
TAHOE-TRUCKEE SANITATION AGENCY

ATTEST:

\_\_\_\_\_  
Richard Pallante, Secretary of the Board of Directors  
TAHOE-TRUCKEE SANITATION AGENCY



# TAHOE-TRUCKEE SANITATION AGENCY

## BOARD OF DIRECTORS MEETING

**To:** Board of Directors

**From:** Vicky Lufrano, Human Resources Administrator

**Meeting Date:** April 16, 2025

**Item:** VI.4.

**Subject:** Update and Direction on GM Recruitment Ad Hoc Committee.

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**Background:**

The ad hoc committee was established to oversee the recruitment for the General Manager position and met with CPS HR Consultants in an introductory meeting. An update of the meeting will be provided.

**Recommendation:**

Provide direction on updated information.

**Fiscal Impact:**

None.

**Review Tracking:**

*Vicky Lufrano*

Submitted By: \_\_\_\_\_

Vicky Lufrano  
Human Resources Administrator

*Richard Pallante*

Approved By: \_\_\_\_\_

Richard Pallante  
General Manager

**Attachments:**

None



# TAHOE-TRUCKEE SANITATION AGENCY

## BOARD OF DIRECTORS MEETING

**To:** Board of Directors

**From:** Lizz Cook, CFO/Risk Manager

**Meeting Date:** April 16, 2025

**Item:** VI.5.

**Subject:** Approval of the Financials for the Month Ending March 31, 2025.

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**Background:**

Tahoe-Truckee Sanitation Agency's (T-TSA) financial results, comparable to the budget, are reviewed monthly with the Finance Committee and then approved by the Board of Directors. This report reviews financial performance for the month ending March 31, 2025.

**DISCUSSION:**

Revenues

Principal revenue sources for T-TSA are generated from service charges, ad valorem tax revenue, and investment activity; other revenues, which include rebates, miscellaneous billings, and surplus items sold; temporary discharge permits; and connection fees. Most of T-TSA's Sewer Service Charges are collected on the property tax roll for Placer, El Dorado, and Nevada counties. They are on the Teeter Schedule, with funds coming into T-TSA in January, May, and July. The accrual-based accounting method accrues this revenue each month as earned, as is the case for any recurring Sewer Service Charges that cannot be included on the tax roll and are directly billed to the customer. Unanticipated Sewer Service Charges are recorded as revenue when billed. Revenues from Connection Charges and associated fund interest payments are deposited in a restricted Wastewater Capital Reserve Fund 02 (WWCR) only for capital improvement and expansion facility projects to provide additional capacity. All other revenues are deposited into the General Fund 10. Additional reserves, including the Replacement, Rehabilitation, and Upgrade Fund 06 (RR&U) and the Emergency and Contingency Fund 07, are funded by the General Fund.

Expenditures

Operating expenditures are managed through the General Fund 10. Capital expenditures related to growth are charged to the WWCR Fund 02, while capital expenditures related to existing plant, facilities, equipment, and appurtenances are charged to RR&U Fund 06.

Fund Balance Charts

This packet includes a five-year historical chart reflecting cash balances in each fund and total cash.


**Recommendation:**


Review and approve monthly financial results.

**Fiscal Impact:**

As of March 31, 2025, 75.0% of the Fiscal Year has elapsed, while approximately 41.4% of the total budget has been expensed (Fund 10 is 69% expensed, Fund 02 is 25% expensed, and Fund 06 is 6% expensed).

**Review Tracking:**

Submitted By:   
\_\_\_\_\_  
Lizz Cook  
CFO/Risk Manager

Approved By:   
\_\_\_\_\_  
Richard Pallante  
General Manager

**Attachments:**

1. T-TSA Financial Results 03/31/2025



Tahoe-Truckee Sanitation Agency  
Fund 10: General Fund  
Fiscal Year 2024 - 2025  
Period Ending March 31, 2025

	Budget \$	Month \$	Month %	YTD \$	YTD %
<b>REVENUE</b>					
Income from Service Charge	20,176,000.00	1,805,451.16	8.9	15,148,144.32	75.1
Tax Revenue - Ad Valorem	5,310,000.00	0.00	0.0	3,300,354.75	62.2
Fund Interest	355,500.00	164,604.46	46.3	593,055.40	166.8
Other Revenue	75,500.00	1,421.64	1.9	189,750.99	251.3
Temporary Discharge	25,000.00	150.00	0.6	692.50	2.8
<b>TOTAL REVENUE</b>	<b>25,942,000.00</b>	<b>1,971,627.26</b>	<b>7.6</b>	<b>19,231,997.96</b>	<b>74.1</b>
<b>EXPENDITURE</b>					
Salaries & Wages	6,814,800.00	480,958.95	7.1	4,631,840.58	68.0
Employee Benefits	3,960,500.00	324,001.34	8.2	2,677,944.42	67.6
OPEB Retiree Health Reimbursement	0.00	0.00	0.0	0.00	0.0
Director Fees	8,000.00	1,300.00	16.3	7,400.00	92.5
Vehicle	65,800.00	3,992.85	6.1	46,881.19	71.2
CSRMA Insurance	525,000.00	0.00	0.0	615,397.52	117.2
Professional Memberships	54,560.00	383.00	0.7	44,959.73	82.4
Agency Permits & Licenses	235,000.00	1,873.00	0.8	231,294.52	98.4
Office Expense	355,500.00	39,744.63	11.2	187,347.96	52.7
Contractual Services	2,816,100.00	153,719.55	5.5	1,807,402.31	64.2
Professional Services	685,700.00	23,249.14	3.4	506,960.70	73.9
Conferences & Training	287,000.00	9,727.43	3.4	74,509.55	26.0
Utilities	1,486,950.00	166,487.54	11.2	920,424.49	61.9
Supplies, Repairs & Maintenance	1,183,200.00	58,339.98	4.9	499,247.59	42.2
<b>TOTAL MONTHLY EXPENDITURES</b>	<b>18,478,110.00</b>	<b>1,263,777.41</b>	<b>6.8</b>	<b>12,251,610.56</b>	<b>66.3</b>
Unfunded Accrued Liability (UAL)	1,403,340.00	0.00	0.0	1,357,930.00	96.8
<b>TOTAL FUND EXPENDITURES</b>	<b>19,881,450.00</b>	<b>1,263,777.41</b>	<b>6.4</b>	<b>13,609,540.56</b>	<b>68.5</b>
<b>NET INCOME (LOSS)</b>	<b>6,060,550.00</b>	<b>707,849.85</b>		<b>5,622,457.40</b>	



Tahoe-Truckee Sanitation Agency  
Fund 02: Wastewater Capital Reserve  
Fiscal Year 2024 - 2025  
Period Ending March 31, 2025

	Budget \$	Month \$	Month %	YTD \$	YTD %
<b>REVENUE</b>					
Income from Connection Charges	1,900,000.00	71,604.09	3.8	1,217,767.89	64.1
Connection Charge Refunds	0.00	0.00	0.0	(5,000.00)	-0.3
Fund Interest	700,000.00	62,046.83	8.9	630,403.66	90.1
<b>TOTAL REVENUE</b>	<b>2,600,000.00</b>	<b>133,650.92</b>	<b>5.1</b>	<b>1,843,171.55</b>	<b>70.9</b>
<b>EXPENDITURE</b>					
Digestion Improvement Project	917,982.00	87,800.75	9.6	400,120.37	43.6
River Crossing, Gravity Main	236,492.00	6,947.36	2.9	6,947.36	2.9
Alternative Nutrient Removal	750,000.00	20,432.75	2.7	559,457.31	74.6
<b>Priority Level 1</b>	<b>1,904,474.00</b>	<b>115,180.86</b>	<b>6.0</b>	<b>966,525.04</b>	<b>50.8</b>
Improve Physical Security	50,000.00	0.00	0.0	0.00	0.0
<b>Priority Level 2</b>	<b>50,000.00</b>	<b>0.00</b>	<b>0.0</b>	<b>0.00</b>	<b>0.0</b>
Plant Wide Electrical Improvements	41,245.00	0.00	0.0	0.00	0.0
Primary & Secondary Trmt Rehab Project	144,356.00	0.00	0.0	0.00	0.0
<b>Priority Level 3</b>	<b>185,601.00</b>	<b>0.00</b>	<b>0.0</b>	<b>0.00</b>	<b>0.0</b>
FY24 Disinfection Process Modernization	-	0.00	0.0	392.70	0.0
FY24 Improve Physical Security	-	0.00	0.0	22,674.25	0.0
<b>Prior Year Projects</b>	<b>-</b>	<b>0.00</b>	<b>0.0</b>	<b>23,066.95</b>	<b>0.0</b>
<b>TOTAL PROJECT EXPENDITURES</b>	<b>2,140,075.00</b>	<b>115,180.86</b>	<b>5.4</b>	<b>989,591.99</b>	<b>46.2</b>
Allocation of 73.2% of Bond Payment	2,397,000.00	0.00	0.0	153,356.57	6.4
<b>TOTAL FUND EXPENDITURES</b>	<b>4,537,075.00</b>	<b>115,180.86</b>	<b>2.5</b>	<b>1,142,948.56</b>	<b>25.2</b>
<b>NET INCOME (LOSS)</b>	<b>(1,937,075.00)</b>	<b>18,470.06</b>		<b>700,222.99</b>	

Priority 1: Projects have been, or are anticipated to be, approved and must be funded.

Priority 2: Projects still need to be approved, funding will be identified when brought forward for approval.

Priority 3: Projects are Master Plan identified projects that the current Alternative Nutrient Removal Study may impact, or projects with the lowest level of funding based on need.



Tahoe-Truckee Sanitation Agency  
Fund 06: Replacement, Rehabilitation and Upgrade  
Fiscal Year 2024 - 2025  
Period Ending March 31, 2025

	Budget \$	Month \$	Month %	YTD \$	YTD %
<b>REVENUE</b>					
Fund Interest	200,000.00	17,365.87	8.7	135,698.83	67.8
<b>TOTAL REVENUE</b>	<b>200,000.00</b>	<b>17,365.87</b>	<b>8.7</b>	<b>135,698.83</b>	<b>67.8</b>
<b>EXPENDITURE</b>					
Digestion Improvement Project	6,731,870.00	0.00	0.0	0.00	0.0
River Crossing, Gravity Main	1,913,439.00	45,817.16	0.0	436,802.48	22.8
Upgrade Networks	127,000.00	0.00	0.0	0.00	0.0
Asphalt Sealing & Replacement	100,000.00	0.00	0.0	0.00	0.0
Front Entry Landscape Improvement	1,260,392.00	0.00	0.0	1,220.00	0.1
Fate and Transport Study	500,000.00	0.00	0.0	39,357.63	7.9
Lab Equipment Replacement	63,210.00	0.00	0.0	27,689.92	43.8
Lab Rehab/Relocation	200,000.00	0.00	0.0	0.00	0.0
<b>Priority 1</b>	<b>10,895,911.00</b>	<b>45,817.16</b>	<b>0.4</b>	<b>505,070.03</b>	<b>4.6</b>
Cake Discharger VFD Replacement	21,000.00	0.00	0.0	20,440.92	97.3
Replacement Valves Chem Sludge	40,000.00	0.00	0.0	0.00	0.0
Thickening Centrifuge Rebuild	35,000.00	0.00	0.0	0.00	0.0
Fire System Modifications	60,000.00	0.00	0.0	0.00	0.0
Skid Steer Attachement	7,500.00	0.00	0.0	10,790.01	143.9
Dump Truck Replacements	120,000.00	0.00	0.0	0.00	0.0
Rosemount Pits	25,500.00	0.00	0.0	14,108.60	55.3
TWAS VFD Replacements	5,000.00	0.00	0.0	3,655.89	73.1
MCC 27 Main Switch Gear	75,000.00	0.00	0.0	0.00	0.0
Board Room AV Upgrades	50,000.00	9,771.83	19.5	17,184.94	34.4
BNR Blower Replacements	25,000.00	0.00	0.0	0.00	0.0
Plant Paving Repairs	20,000.00	0.00	0.0	0.00	0.0
Hach 4500 Analyzer	17,500.00	0.00	0.0	0.00	0.0
Maintenance Utility Carts	31,111.00	0.00	0.0	0.00	0.0
Primary Clarifier Gearbox	10,000.00	0.00	0.0	0.00	0.0
<b>Priority 2</b>	<b>542,611.00</b>	<b>9,771.83</b>	<b>1.8</b>	<b>66,180.36</b>	<b>12.2</b>
LEL Equipment Replacement	379,260.00	0.00	0.0	0.00	0.0
Plant Wide Electrical Improvements	302,460.00	0.00	0.0	0.00	0.0
<b>Priority 3</b>	<b>681,720.00</b>	<b>0.00</b>		<b>0.00</b>	
FY23 Scada/IT Replace Server	0.00	0.00	0.0	10,913.18	0.0
FY24 Phosphorus Stripper Flow	0.00	0.00	0.0	11,652.97	0.0
FY24 Light Vehicle Replacement	0.00	0.00	0.0	73,896.86	0.0
<b>Prior Year Projects</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0</b>	<b>96,463.01</b>	<b>0.0</b>
<b>TOTAL PROJECT EXPENDITURES</b>	<b>12,120,242.00</b>	<b>55,588.99</b>	<b>0.5</b>	<b>667,713.40</b>	<b>5.5</b>
Allocation of 26.8% of Bond Payment	878,000.00	0.00	0.0	56,146.94	6.4
<b>TOTAL FUND EXPENDITURES</b>	<b>12,998,242.00</b>	<b>55,588.99</b>	<b>0.4</b>	<b>723,860.34</b>	<b>5.6</b>
<b>NET INCOME (LOSS)</b>	<b>(12,798,242.00)</b>	<b>(38,223.12)</b>		<b>(588,161.51)</b>	

Priority 1: Projects have been, or are anticipated to be, approved and must be funded.

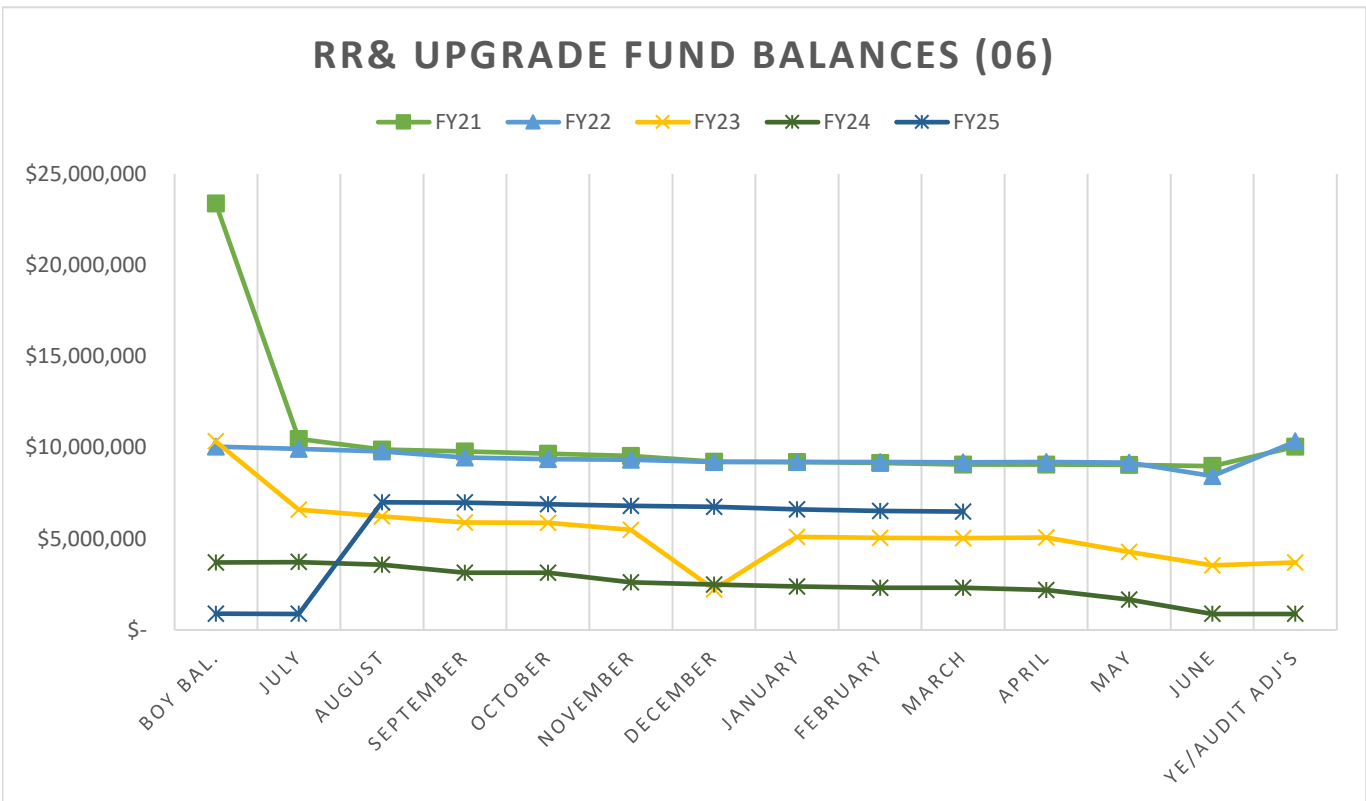
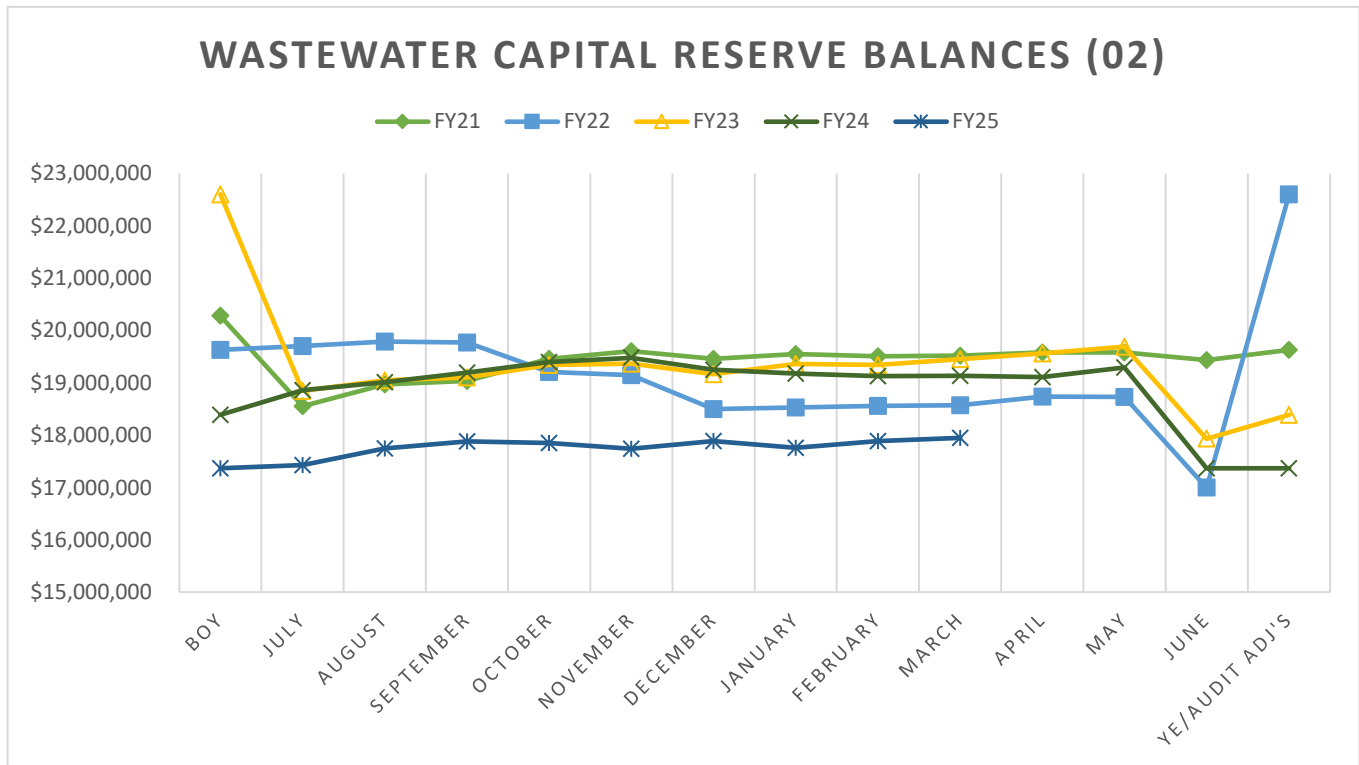
Priority 2: Projects still need to be approved, funding will be identified when brought forward for approval.

Priority 3: Projects are Master Plan identified projects that the current Alternative Nutrient Removal Study may impact, or projects with the lowest level of funding based on need.

Tahoe-Truckee Sanitation Agency  
Combined Cash Statement  
March 31, 2025

<u>COMBINED CASH ACCOUNTS</u>	
CASH - US BANK CHECKING	367,857.90
CASH - USB SERVICE CHARGE	91,142.24
CASH - US BANK TAX REV	6,017.06
CASH - US BANK WWCRF	55,617.92
CASH - WELLS FARGO PAYROLL	477,380.22
CASH - PETTY CASH	600.00
CASH - L.A.I.F.	4,153.75
MONEY MARKET INV - PERSHING	141,348.68
MONEY MARKET INV - ZIONS	8,493.09
CALIFORNIA CLASS	31,495,229.94
FDIC INSURED CERTIFICATES OF DEPOSIT - RESTRICTED FUNDS @ COST	5,302,000.00
US TREASURY SECURITIES - UNRESTRICTED FUNDS @ COST	5,482,556.33
CASH CLEARING - UTILITIES	0.00
TOTAL COMBINED CASH	<u>43,432,397.13</u>
CASH ALLOCATED TO OTHER FUNDS	<u>(43,432,397.13)</u>
TOTAL UNALLOCATED CASH	0.00

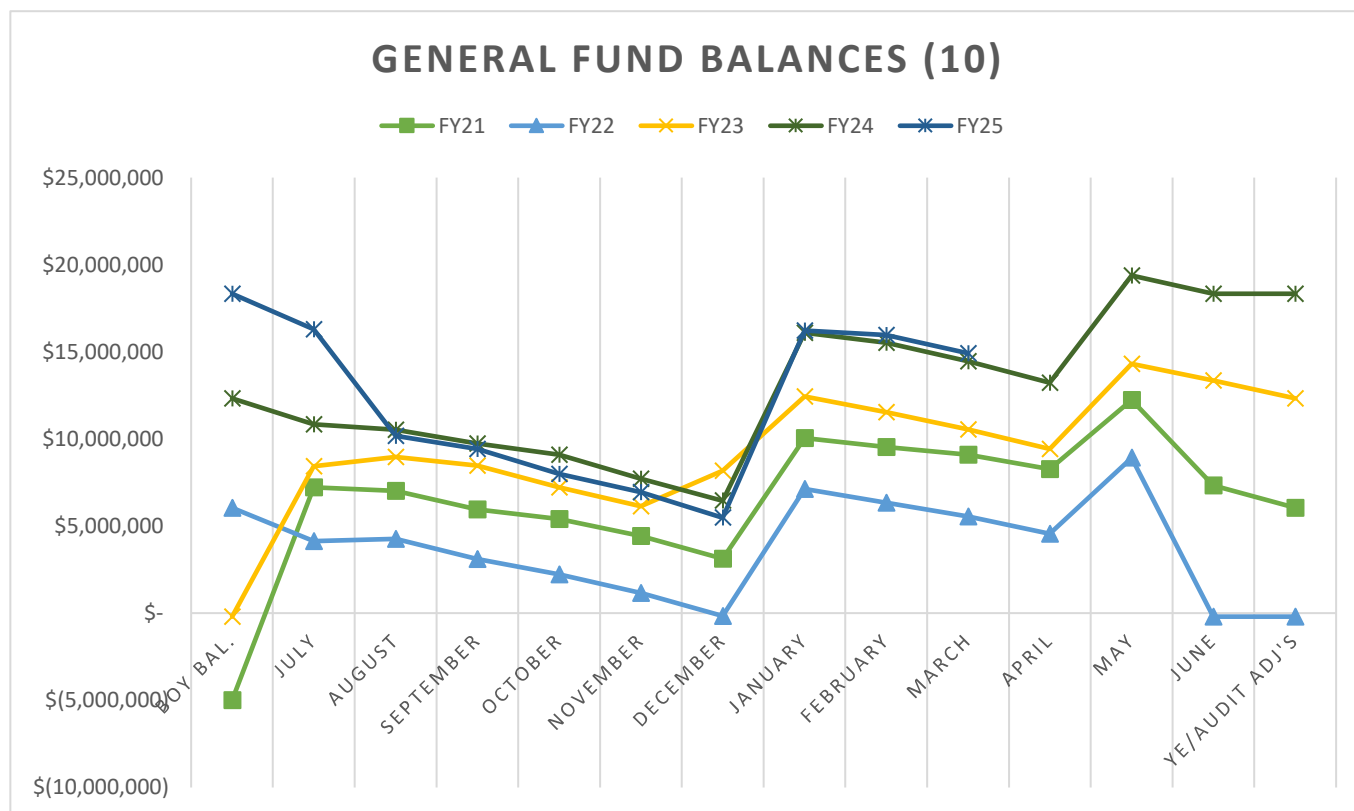
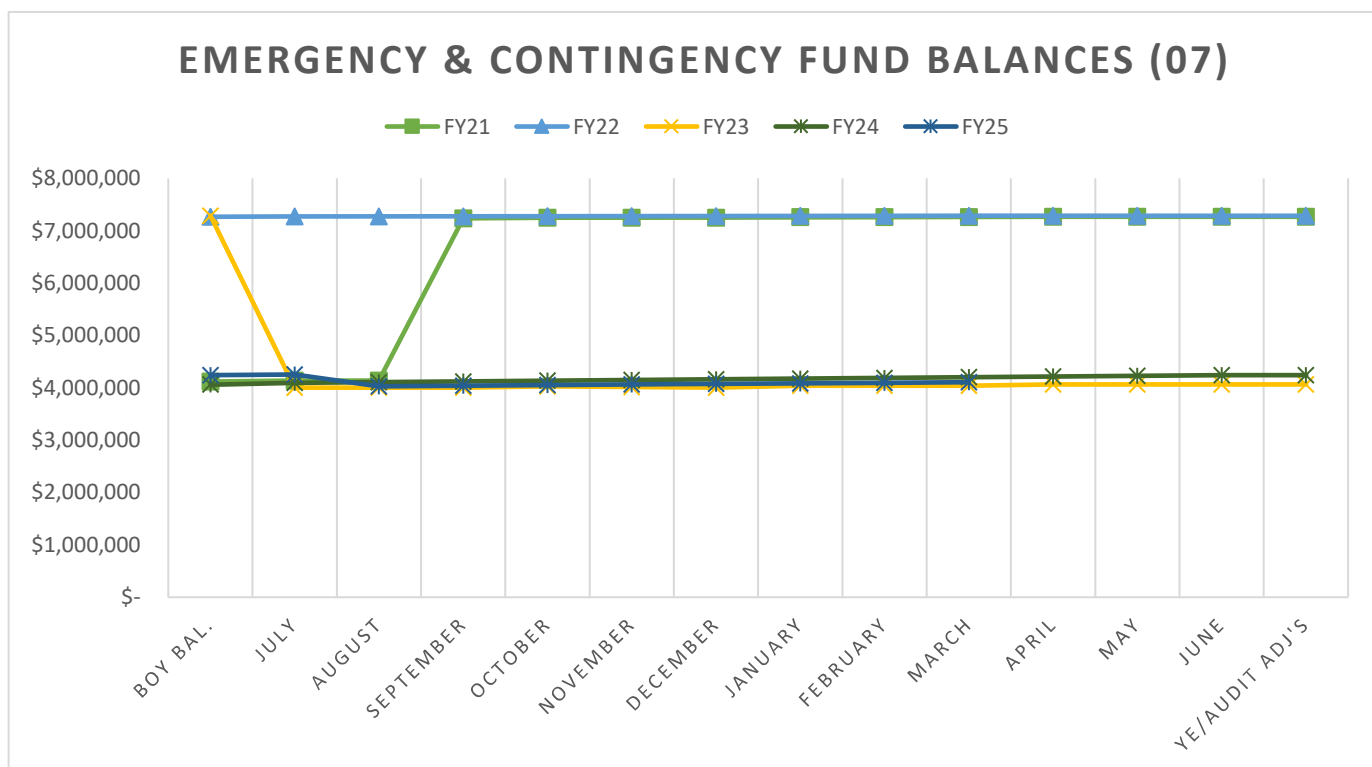
FUND	CASH ALLOCATION RECONCILIATION	March 31, 2025	February 28, 2025	Amount of Change	% of Change	March 31, 2024	Amount of Change	% of Change
02	ALLOCATION TO WASTEWATER CAPITAL RESERVE FUND	17,945,900.56	17,884,706.85	61,193.71	0.34	19,133,334.28	(1,187,433.72)	(6.21)
06	ALLOCATION TO R.R. & UPGRADE FUND	6,469,328.16	6,507,551.28	(38,223.12)	(0.59)	2,293,719.52	4,175,608.64	182.05
07	ALLOCATION TO EMERGENCY & CONTINGENCY FUND	4,102,387.20	4,091,468.82	10,918.38	0.27	4,198,754.63	(96,367.43)	(2.30)
10	ALLOCATION TO GENERAL FUND	14,914,781.21	15,963,034.49	(1,048,253.28)	(6.57)	14,447,184.27	467,596.94	3.24
	TOTAL ALLOCATION TO OTHER FUNDS	43,432,397.13	44,446,761.44	(1,014,364.31)	(2.28)	40,072,992.70	3,359,404.43	8.38
	ALLOCATIONS FROM COMBINED CASH	<u>(43,432,397.13)</u>	<u>(44,446,761.44)</u>			<u>(40,072,992.70)</u>		
	ZERO PROOF IF ALLOCATIONS BALANCE	0.00	0.00			0.00		



BOY = Beginning of Year Balance as of July 1.

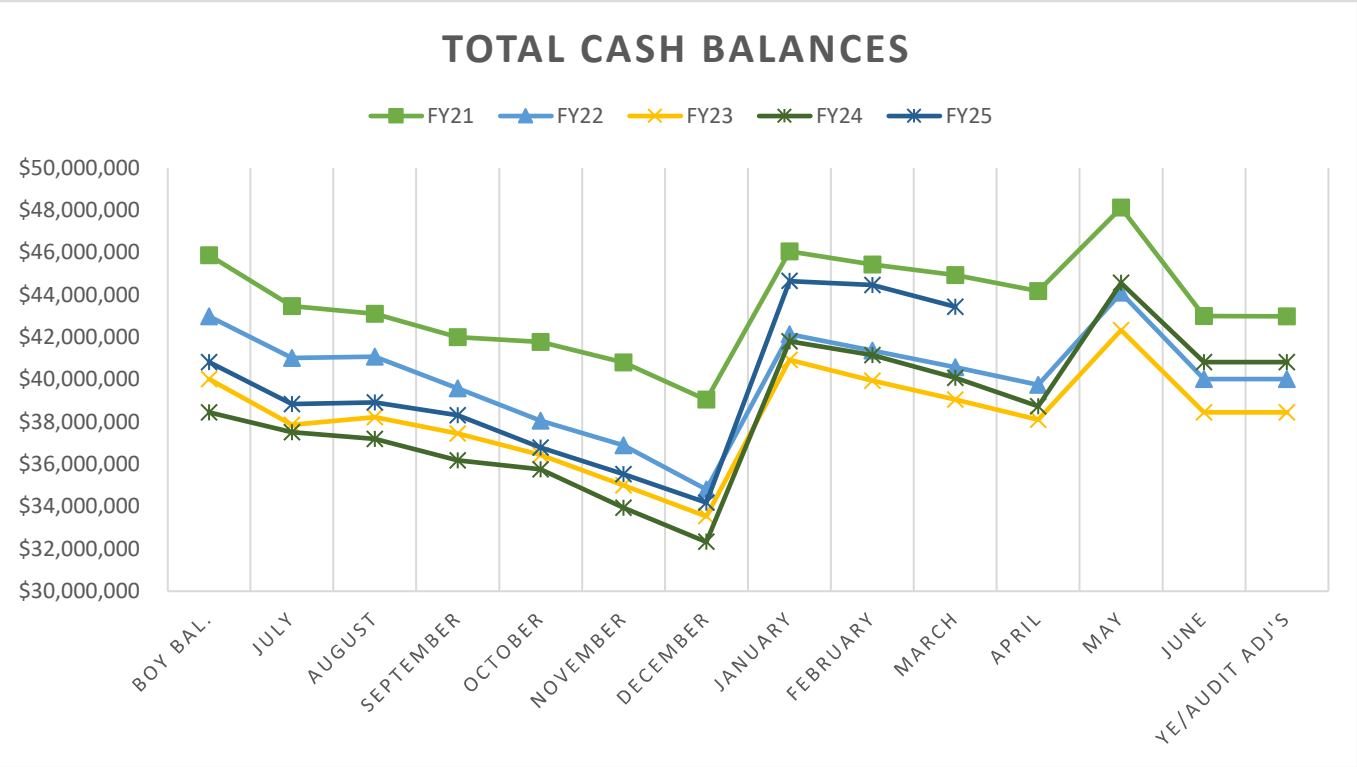
YE/Audit Adj's = Allocation adjustments as a function of year-end, will not be final until audit is complete.





BOY = Beginning of Year Balance as of July 1.

YE/Audit Adj's = Allocation adjustments as a function of year-end, will not be final until audit is complete.



BOY = Beginning of Year Balance as of July 1.  
YE/Audit Adj's = Allocation adjustments as a function of year-end, will not be final unit audit is complete.



# TAHOE-TRUCKEE SANITATION AGENCY

## BOARD OF DIRECTORS MEETING

**To:** Board of Directors

**From:** Richard Pallante, General Manager

**Meeting Date:** April 16, 2025

**Item:** VI.6.

**Subject:** Appeal of Sewer Service Charges for APN: 085-241-007-000, 4195 Walnut Ave. Homewood

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**Background:**

In September of 2024 staff received a phone call from the property owner of 4195 Walnut Ave. Homewood requesting the Agency (TTSA) to stop billing for sewer services. Staff informed the property owner that to have billing stopped they must have the sewer lateral capped by Tahoe City Public Utilities District (TCPUD) and complete an agreement for reduction of billing units.

In November of 2024 the property owner contacted staff informing them that their sewer lateral had been capped. TTSA staff contacted TCPUD to confirm. TCPUD confirmed that the lateral had been capped and inspected on October 7, 2024.

In November of 2024 the property owner sent a letter to TTSA's General Manager requesting complete restitution of sewer service charges dating back to 1981, stating that they never had water service or sewer connection services. The General Manager denied the request. The property did have a sewer connection and Agency Rules and Regulations Section 10 sub-section G states, "All owners of parcels connected to the sewage works shall pay Agency sewer service charges, as fees for the use of, or the availability of the use of, such facilities, in accordance with the schedule set forth....". The property owner was notified of the denial and was informed that they could appeal the denial to the Board of Directors.

On March 27, 2025, the Agency received a letter addressed to the Board of Directors and the General Manager requesting complete restitution of fees and provided a copy of a letter sent from TCPUD General Manager issuing a refund of sewer service fees from October 1, 2022, to current in the amount of \$1,484.61.

Agency Rules and Regulations only gives the General Manager authority to issue refunds in cases of billing errors. This is not a case of billing error, as a connection did exist, therefore any relief provided must be done under Agency Rules and Regulation Section 10 sub-section P. This section provides the authority to the Board of Directors to provide a provision of relief for such circumstances.

**Recommendation:**

Authorize the General Manager to issue a good faith refund of sewer service charges from October 1, 2022, to present.

**Fiscal Impact:**

Refund proposed in the amount of \$1,099.50.

**Review Tracking:**

Submitted By: \_\_\_\_\_

Richard Pallante  
General Manager

**Attachments:**

1. Vandewark Letter Dated 03-26-2025

2. TCPUD Refund Letter Dated 03-18-2025
3. TCPUD Letter Dated 10-25-2024

March 26, 2025

Richard Pallante , General Manager and the Board of Directors

Truckee Tahoe Sanitation Agency

PO Box 669

Truckee, CA

To: Richard Pallante

RE: Parcel #085-241-007-000 at 4195 Walnut Ave Homewood, Ca 96141

We expect complete restitution of our money, as no actual services were provided.

The PUD capped our sewer in October of 2022.

They have refund our TCPUD costs from October 1st 2022 through current and refunded

.\$1,484.61. I have enclosed a copy of TCPUD settlement is enclosed.

We expect your settlement to follow.

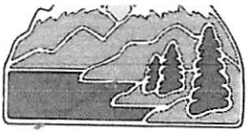
Sincerely,

Wallace Vandewark. 2090 Stone House Circle, Lincoln CA 95648

*Wallace Vandewark 3/26/25*

Barbara Vandewark. 2090 Stone House Circle, Lincoln CA 95648

*Barbara Vandewark 3/26/25*



# TAHOE CITY PUBLIC UTILITY DISTRICT

## BOARD OF DIRECTORS

Ellie Beals  
Judy Friedman  
Gail Scoville  
John Pang  
Dan Wilkins

## GENERAL MANAGER

Sean Barclay

March 18<sup>th</sup>, 2025

Mr. Wallace Vandewark  
Mrs. Barbara Vandewark  
2090 Stone House Circle  
Lincoln, CA, 95648

**RE: Sewer Connection Charges - 4195 Walnut Ave, Homewood, Ca, 96141- APN 085-241-007**

Dear Mr. and Mrs. Vandewark,

I have received your letter representing unconditional acceptance of the District's offer to refund all sewer charges paid for your property at 4195 Walnut from October 1<sup>st</sup>, 2022 through current. Enclosed is a refund check in the amount of \$1,484.61.

As you are aware, your unconditional written acceptance of this offer and payment from the District results in your full, complete, and final release of claims against the District for sewer charges at 4195 Walnut Ave., Homewood, CA, 96141.

Respectfully yours in service,

Sean Barclay, General Manager

CC: TCPUD Board of Directors  
Encl: Refund Check



## TAHOE CITY PUBLIC UTILITY DISTRICT

### BOARD OF DIRECTORS

Ellie Beals  
Judy Friedman  
Gail Scoville  
John Pang  
Dan Wilkins

### GENERAL MANAGER

Sean Barclay

October 25<sup>th</sup>, 2024

Mr. Wallace Vandewark  
Mrs. Barbara Vandewark  
2090 Stone House Circle  
Lincoln, CA, 95648

**RE: Sewer Connection Charges - 4195 Walnut Ave, Homewood, Ca, 96141- APN 085-241-007**

Dear Mr. and Mrs. Vandewark,

We are in receipt of your letter dated October 22<sup>nd</sup>, 2024, which outlines your request for a retroactive refund of all sewer service charges for your property located at 4195 Walnut Ave. Your letter suggests that the property should never have been assessed sewer charges and that you would like a refund of all charges back to the date that said charges were placed on this property (1983).

After researching the facts available to the District, I do not believe that TCPUD made a billing error nor that a billing discrepancy exists. The property had sewer service attached to District infrastructure, which was inspected, and air tested in 1982 with billing that commenced shortly thereafter. Up until earlier this month, no notice was made to the District that the service line was not in use and no request to properly abandon the line was made to the District which would trigger the discontinuance of billing for the service.

### Background

Based on the enclosed House Service Inspections Report, dated October 20<sup>th</sup>, 1982, the sewer trench and associated PVC sewer connection to the TCPUD sewer system passed the inspection requirements and sewer air test requirements in effect at the time of inspection. The report also confirms that cleanouts were properly placed in boxes at the property line and within five feet of the structure's foundation.

TCPUD Sewer Ordinance 255, section 10.06.3 states that "Billing for initial sewer service charges shall commence on the first day of the third quarter immediately following successful sewer trench inspection as determined by the District." Being that the inspection was successfully performed on October 20<sup>th</sup>, 1982, and the sewer line was in place, connected to District infrastructure, and passed the air test process, quarterly billing for the connection would have commenced on or about July 1<sup>st</sup>, 1983.

In accordance with TCPUD policy, once the billing commenced and the permit process was complete, there would have been no further inspection actions by TCPUD, as it was assumed that the connection was being utilized. Because the property was serviced by the Tahoe Swiss Village Utility water system, the District would not have had any involvement in water connection permitting or any other information that would have triggered additional inspections by the District. Absent a request from the owner for a Change in Use or Permanent Disconnection of Service (as required by Ordinance 255), the sewer service billing would have remained in effect.

As far back as District records show, sewer service charges for account number 000794-000 at 4195 Walnut Ave have been paid for in a regular fashion each quarter by various methods, both through the District's online billing portal via credit card and by physical check. Also of note, this account is separate and receives a separate statement from the property also owned by you at 4215 Walnut Ave. Both accounts have a history of timely payment.

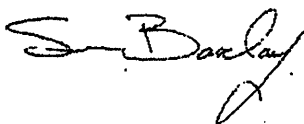
On or around October 4<sup>th</sup>, 2024, you made a request to the District Technical Services Department for a Permanent Disconnection of Service. Ordinance 255, section 5.05.3, outlines the process of House Service Sewer Abandonment. As part of that process, a District inspector visited the property on October 7<sup>th</sup>, 2024 to witness the seal cap and concrete pour to permanently abandon the sewer service line on the property. Pictures of the concrete cap are enclosed.

Ordinance 255, section 10.06.5.3, states that "Where service is removed in accordance with Section 5.05, sewer service charges will be discontinued effective the new regularly scheduled billing cycle." Based on the enclosed Notice of Inspection confirming that the sewer service line to the District infrastructure was cut and capped on October 7<sup>th</sup>, 2024, the District has discontinued billing for sewer service charges, effective on January 1, 2025 which is the next scheduled billing cycle.

As a show of good faith, I am authorizing a refund of two years of sewer service charges for this property. This two-year refund period is consistent with Ordinance 255, section 10.06.5.1, which states that "Deficiencies of credits may not be applied for a period more than 2 years prior to the date the District determines that a billing discrepancy exists..." This refund would consist of removing the current charges generated on October 1<sup>st</sup>, 2024, in the amount of \$169.80 as well as issuing a refund check to you in the amount of \$1,314.81 representing credit of charges from October 1<sup>st</sup>, 2022, through September 30<sup>th</sup>, 2024.

If you deem this determination to be unsatisfactory, you have the option to appeal to the Board of Directors, as outlined in section 1.02.12 of Ordinance 255. For your convenience, we have included the cited sections of Ordinance 255. The entire document can be found on our website at <https://tcpud.org/sites/default/files/documents/ord255.pdf>

Respectfully yours in service,



Sean Barclay, General Manager

CC: TCPUD Board of Directors  
Ramona Cruz, Tahoe City Public Utility District, CFO  
Kris Vickers, Tahoe City Public Utility District, Technical Services Manager

Encl: House Service Inspection Report, Cut/ Cap Pictures, Notice of Inspection  
TCPUD Sewer Ordinance 255 (cited sections)





# TAHOE-TRUCKEE SANITATION AGENCY

## BOARD OF DIRECTORS MEETING

**To:** Board of Directors

**From:** Richard Pallante, General Manager

**Meeting Date:** April 16, 2025

**Item:** VI.7.

**Subject:** Authorization for the General Manager to Execute Amendment No.1 to the Maintenance, Insurance, and Indemnification Agreement between Tahoe-Truckee Sanitation Agency and the Rotary Club of Truckee for the Installation of Benches Along the Legacy Trail.

---

**Background:**

The Truckee Rotary Club attended the August Board of Directors meeting providing a presentation on "Don't Drop the Top". The Rotary requested permission to install benches on Agency property adjacent to the Legacy Trail, which was granted. As part of the bench purchase the Rotary was able to obtain an additional bench and therefore has requested to amend the previous agreement. The amendment will allow for the placement of an additional bench as noted on the attached map as bench 5.

**Recommendation:**

Authorization for the General Manager to execute the Agreement Amendment No.1.

**Fiscal Impact:**

None.

**Review Tracking:**

Submitted By:

Richard Pallante  
General Manager

**Attachments:**

1. Rotary Club Agreement Amendment
2. Rotary Club Bench Map

**AMENDMENT NO. 1 TO THE MAINTENANCE, INSURANCE, AND  
INDEMNIFICATION AGREEMENT BETWEEN TAHOE TRUCKEE SANITATION  
AGENCY AND ROTARY CLUB OF TRUCKEE**

This Amendment No. 1 to the Maintenance, Insurance, and Indemnification Agreement, dated October 28, 2024, is made by and between the Tahoe Truckee Sanitation Agency, a Special District of the State of California ("TTSA"), and Rotary Club of Truckee, Inc., a California nonprofit corporation ("Rotary"), and is based on the matters set forth herein.

1. Amendment to Section 1, Recitals. Section 1 of the Agreement is hereby amended as follows:

Rotary has agreed to increase the number of donated benches to three. The locations of the three benches are provided in Exhibit A to this Amendment No. 1, Revised Bench Locations. Rotary agrees to accept the maintenance responsibilities for the benches at locations 3, 4, and 5 and shall perform such maintenance in conformance with the Maintenance Standards set forth in the Agreement.

Except as specifically modified by the terms of this Amendment, the provisions of the Agreement are unchanged and remain in full force and effect.

**TAHOE TRUCKEE SANITATION AGENCY**

By:

\_\_\_\_\_  
Name: Richard Pallante  
Title: General Manager

Date: \_\_\_\_\_

**ROTARY CLUB OF TRUCKEE**

By:

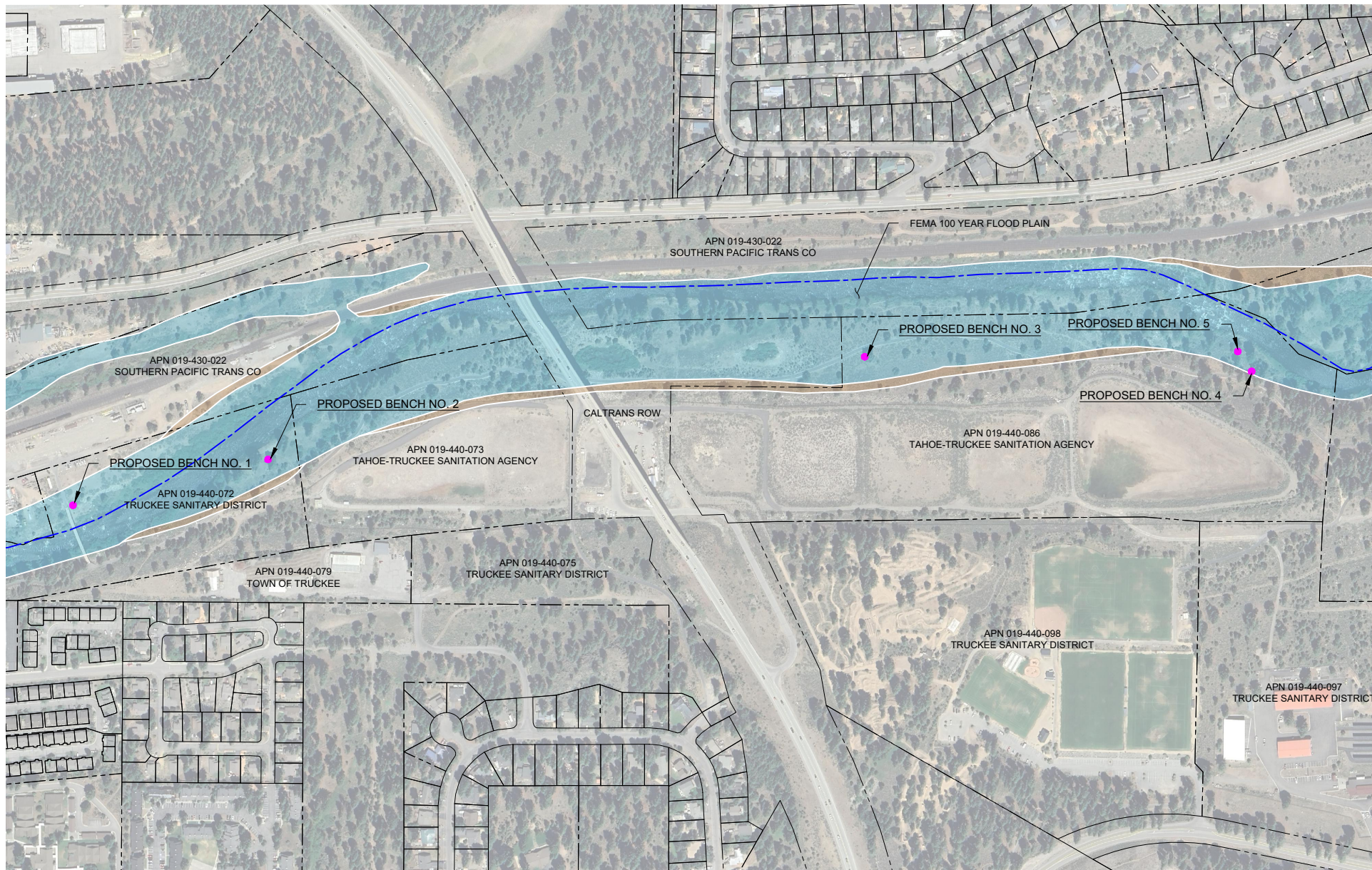
\_\_\_\_\_  
Name: Mitch Clarin  
Title: President

Date: \_\_\_\_\_

## **Exhibit A**

*(Revised Bench Locations)*





**PROPOSED BENCH LOCATIONS FIGURE**



SCALE: 1" = 500'





# TAHOE-TRUCKEE SANITATION AGENCY

## BOARD OF DIRECTORS MEETING

**To:** Board of Directors

**From:** Richard Pallante, General Manager

**Meeting Date:** April 16, 2025

**Item:** VI.8.

**Subject:** Department Reports: Informational Updates for the Board of Directors

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**Background:**

Individual Department Reports are attached for review.

**Recommendation:**

Review and comment.

**Fiscal Impact:**

None. Informational Only.

**Review Tracking:**

Submitted By: \_\_\_\_\_

Richard Pallante  
General Manager

**Attachments:**

1. Operations Department Report
2. Maintenance Department Report
3. Technical Services Department Report
4. Administrative Department Report



## TAHOE-TRUCKEE SANITATION AGENCY OPERATIONS DEPARTMENT REPORT

**Date:** April 16, 2025

**To:** Board of Directors

**From:** Michael Peak, Operation Department Manager

**Subject:** Operations Department Report

---

♦ **Compliance:**

- All plant waste discharge requirements were met for the month.

♦ **Operations Update:**

- The plant performed well throughout the month.
- Thickening room clean-up and painting is ongoing.
- BNR backwash tank bead removal is ongoing.

♦ **Work Orders:**

- Completed this month: 0
- Pending: 4

♦ **Plant Data:**

Influent Flow Description	MG
Monthly average daily <sup>(1)</sup>	3.85
Monthly maximum instantaneous <sup>(1)</sup>	5.69
Maximum 7-day average	4.16

Effluent Limitation Description <sup>(2)</sup>	WDR Monthly Average		WDR Daily Maximum	
	Recorded	Limit	Recorded	Limit
Suspended Solids (mg/l)	2.0	10.0	2.7	20.0
Turbidity (NTU)	NA	NA	2.5	10.0
Total Phosphorus (mg/l)	.22	0.80	.31	1.50
Chemical Oxygen Demand (mg/l)	36	45	41	60

Notes: 1. Flows are depicted in the attached graphs.

2. Effluent table data per WDR reportable frequency. The attached graphs depict all recorded data.

**Review Tracking:**

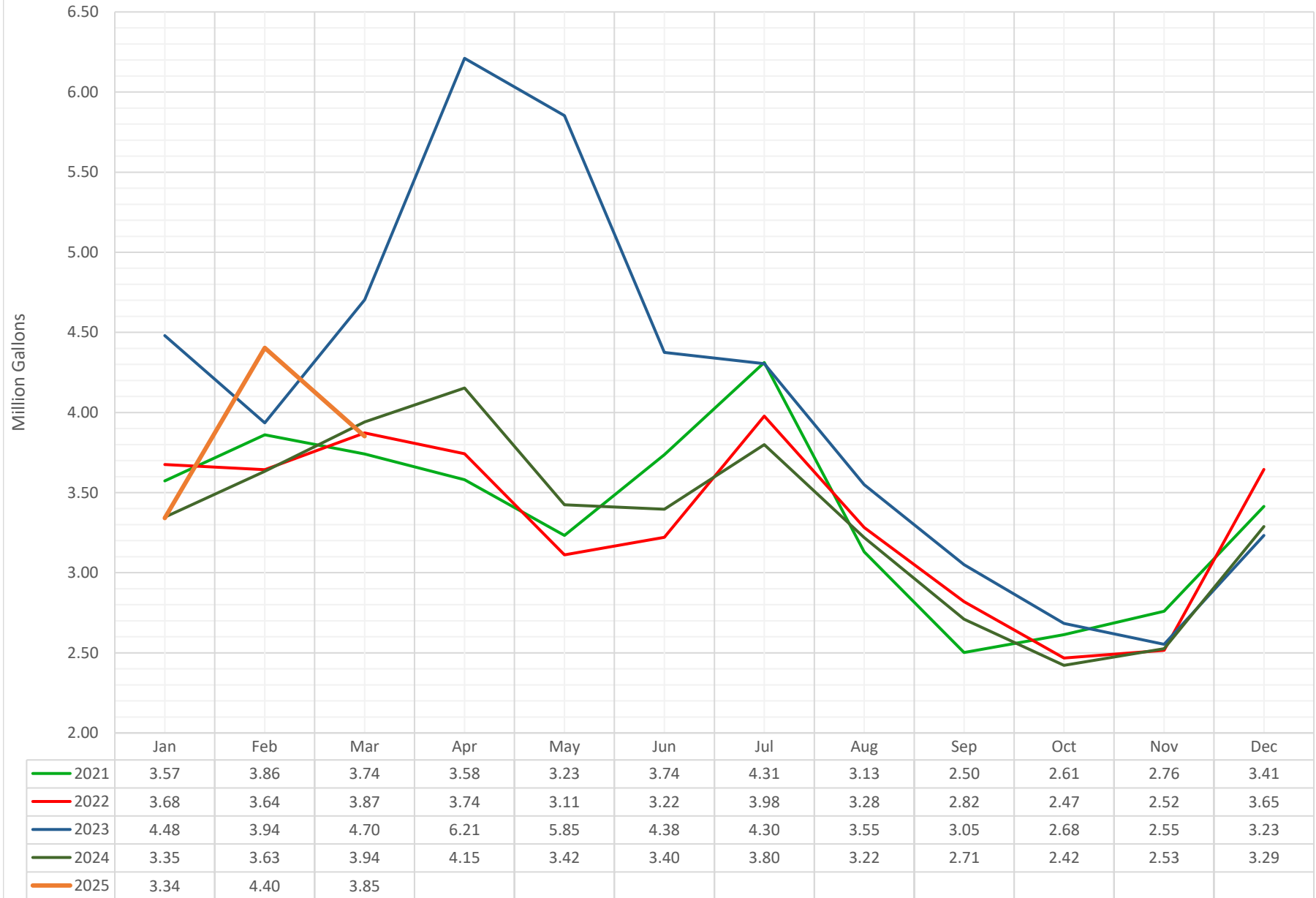
Submitted By:

  
Michael Peak  
Operation Manager

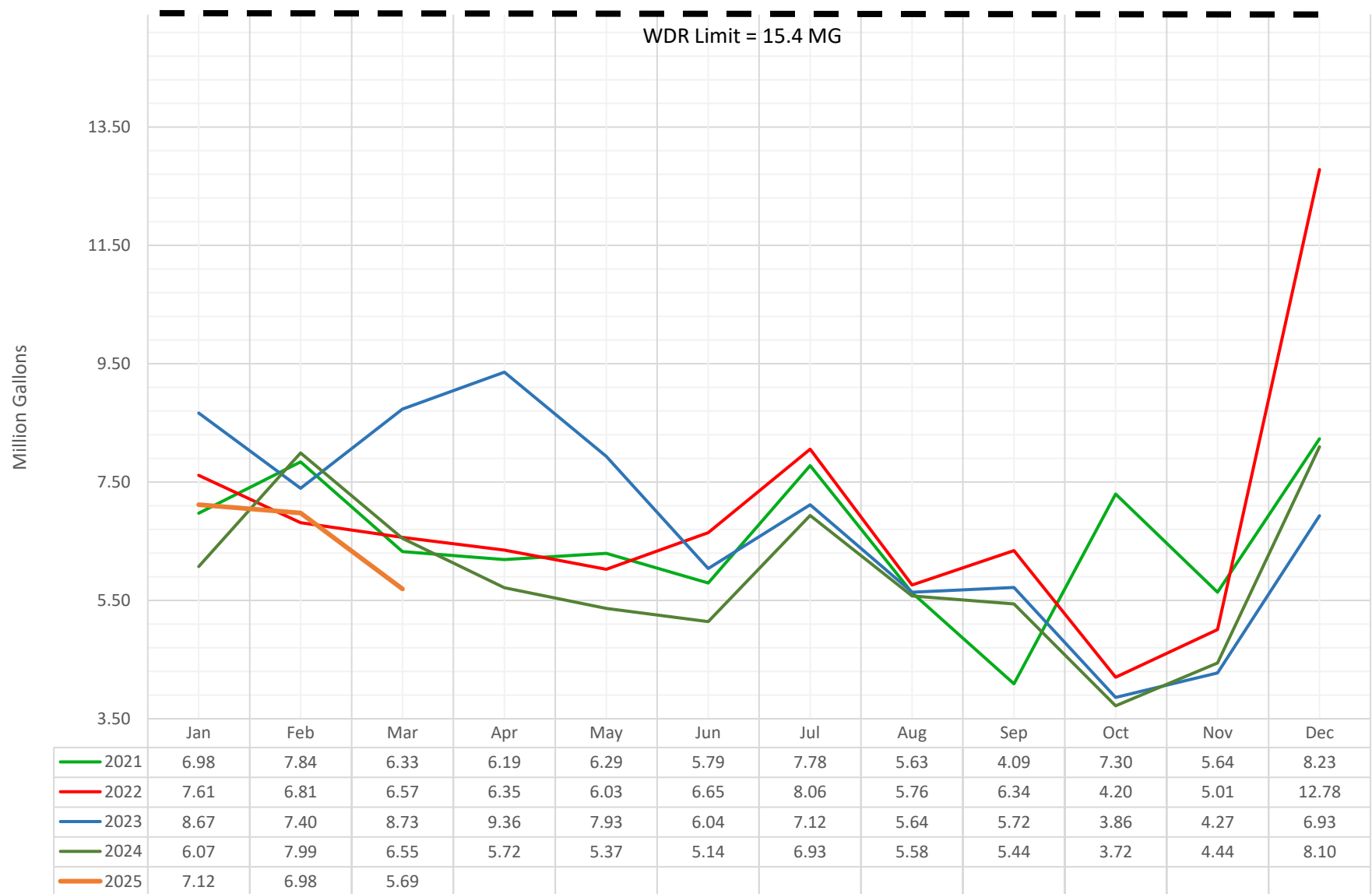
Approved By:

  
Richard Pallante  
General Manager

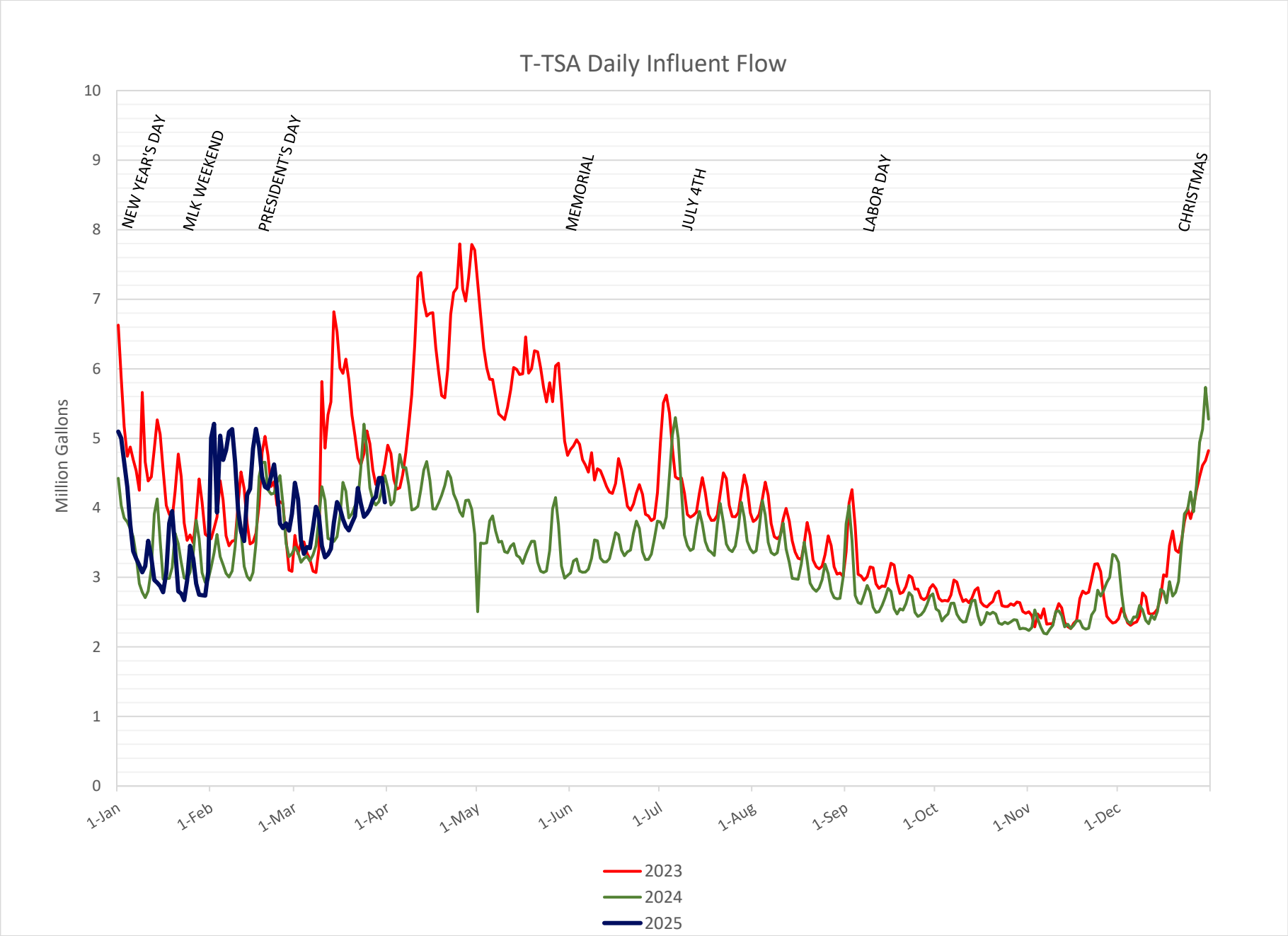
Monthly Average Daily Flow (Influent)



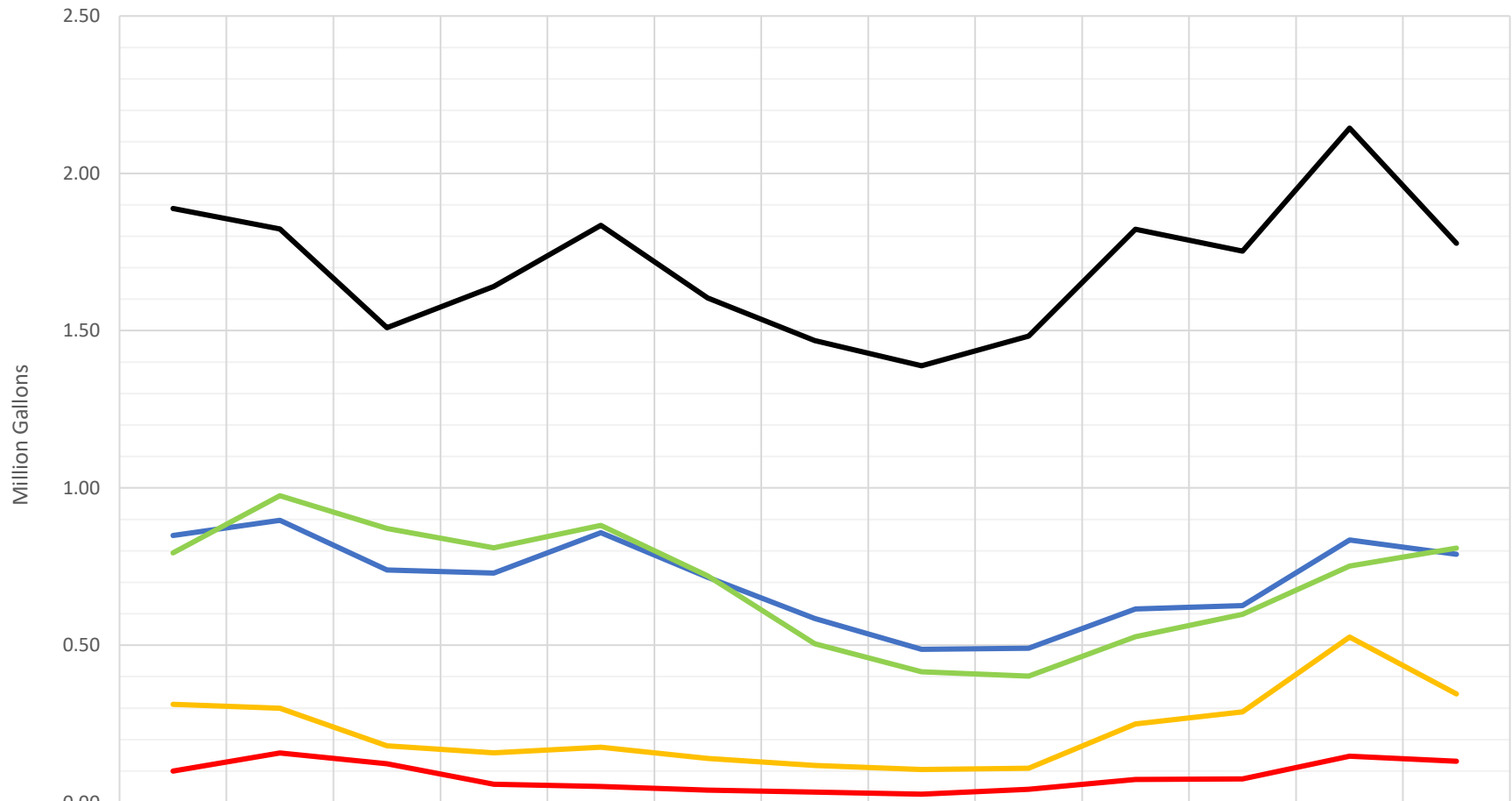
## Monthly Maximum Instantaneous Flow (Influent)





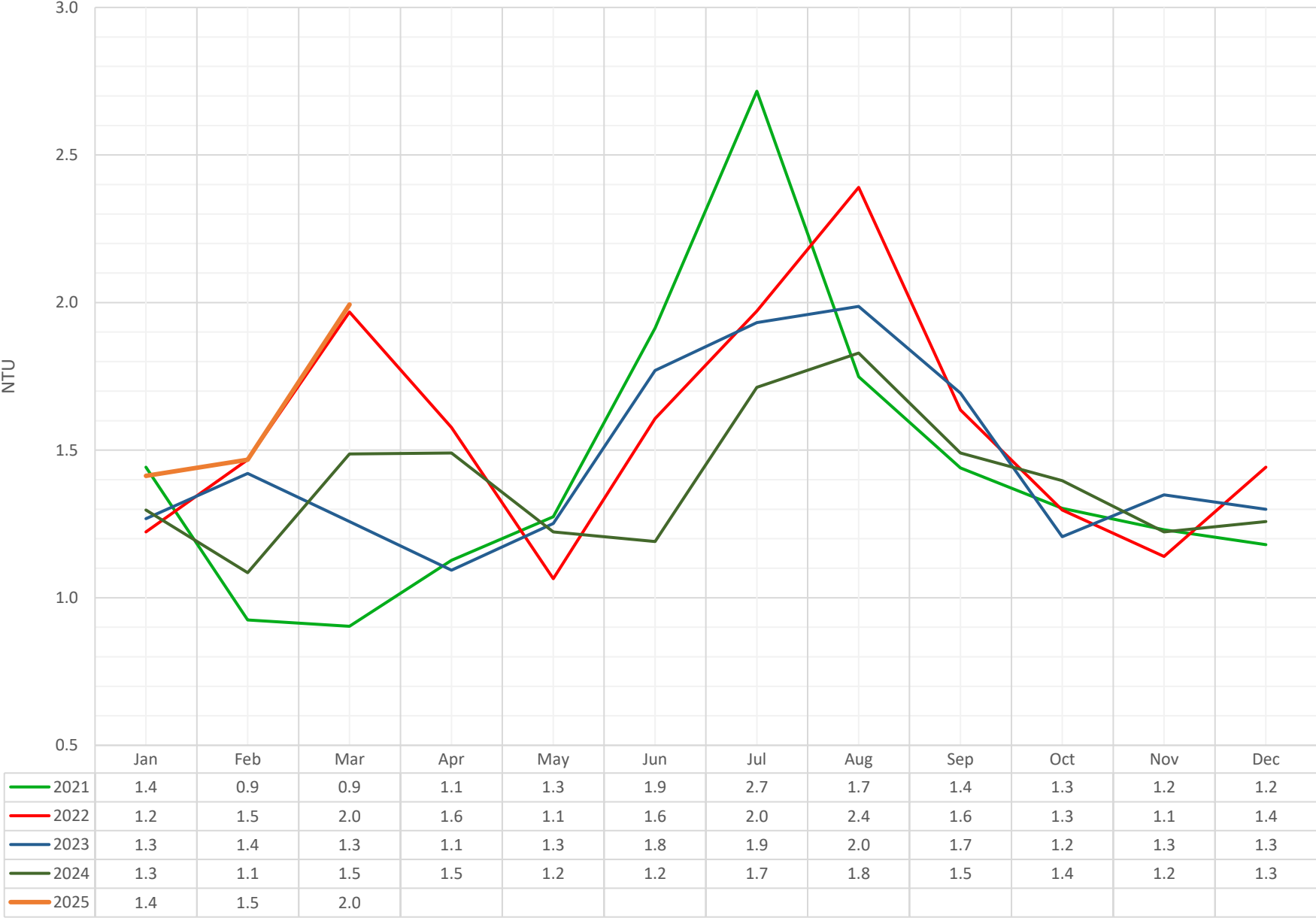


Monthly Average Daily Flow (Districts)

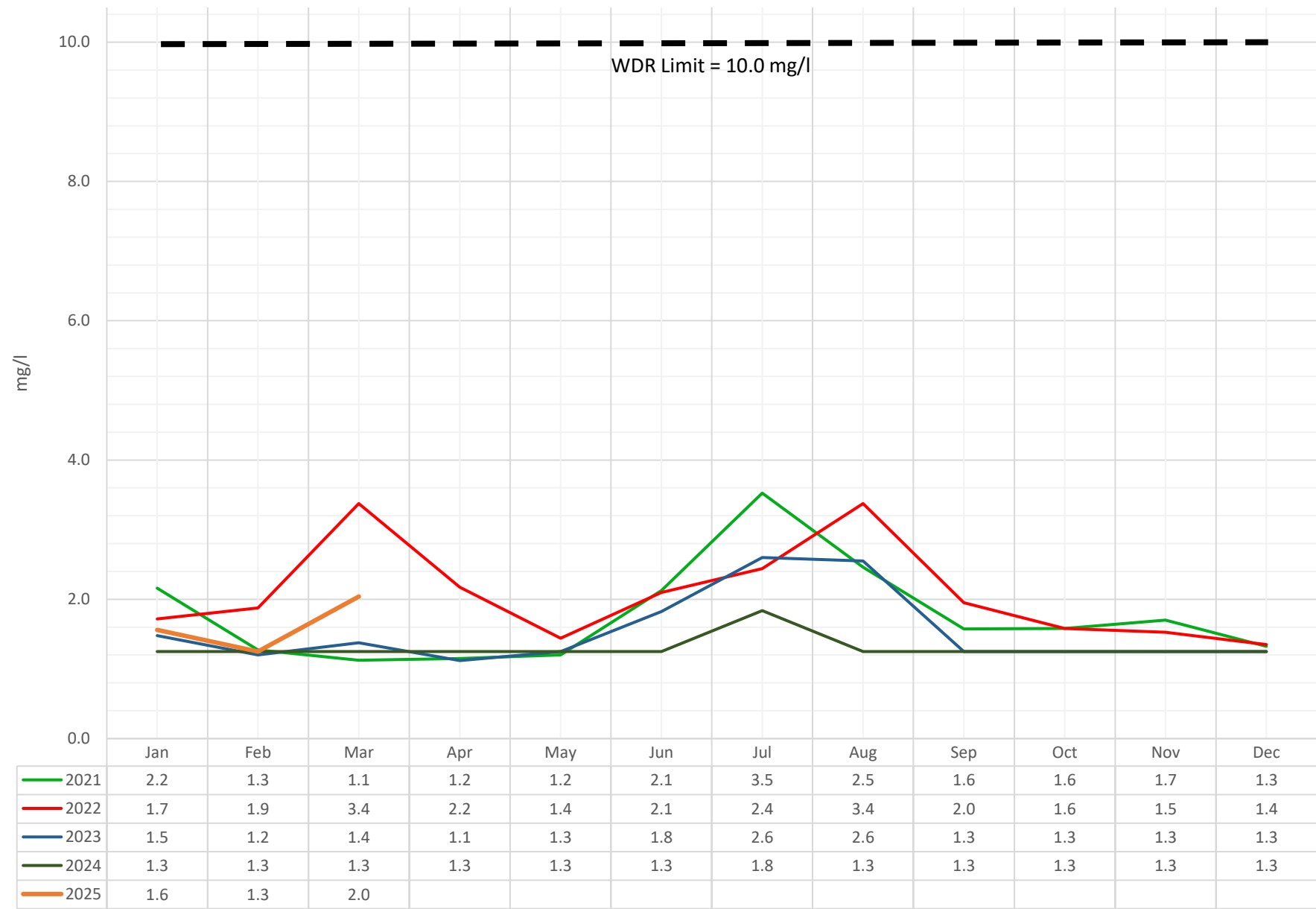


	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25
NTPUD	0.85	0.90	0.74	0.73	0.86	0.72	0.59	0.49	0.49	0.62	0.63	0.83	0.79
TCPUD	0.79	0.98	0.87	0.81	0.88	0.72	0.51	0.42	0.40	0.53	0.60	0.75	0.81
ASCWD	0.10	0.16	0.12	0.06	0.05	0.04	0.03	0.03	0.04	0.07	0.08	0.15	0.13
OVPSD	0.31	0.30	0.18	0.16	0.18	0.14	0.12	0.10	0.11	0.25	0.29	0.53	0.35
TSD	1.89	1.82	1.51	1.64	1.83	1.60	1.47	1.39	1.48	1.82	1.75	2.14	1.78

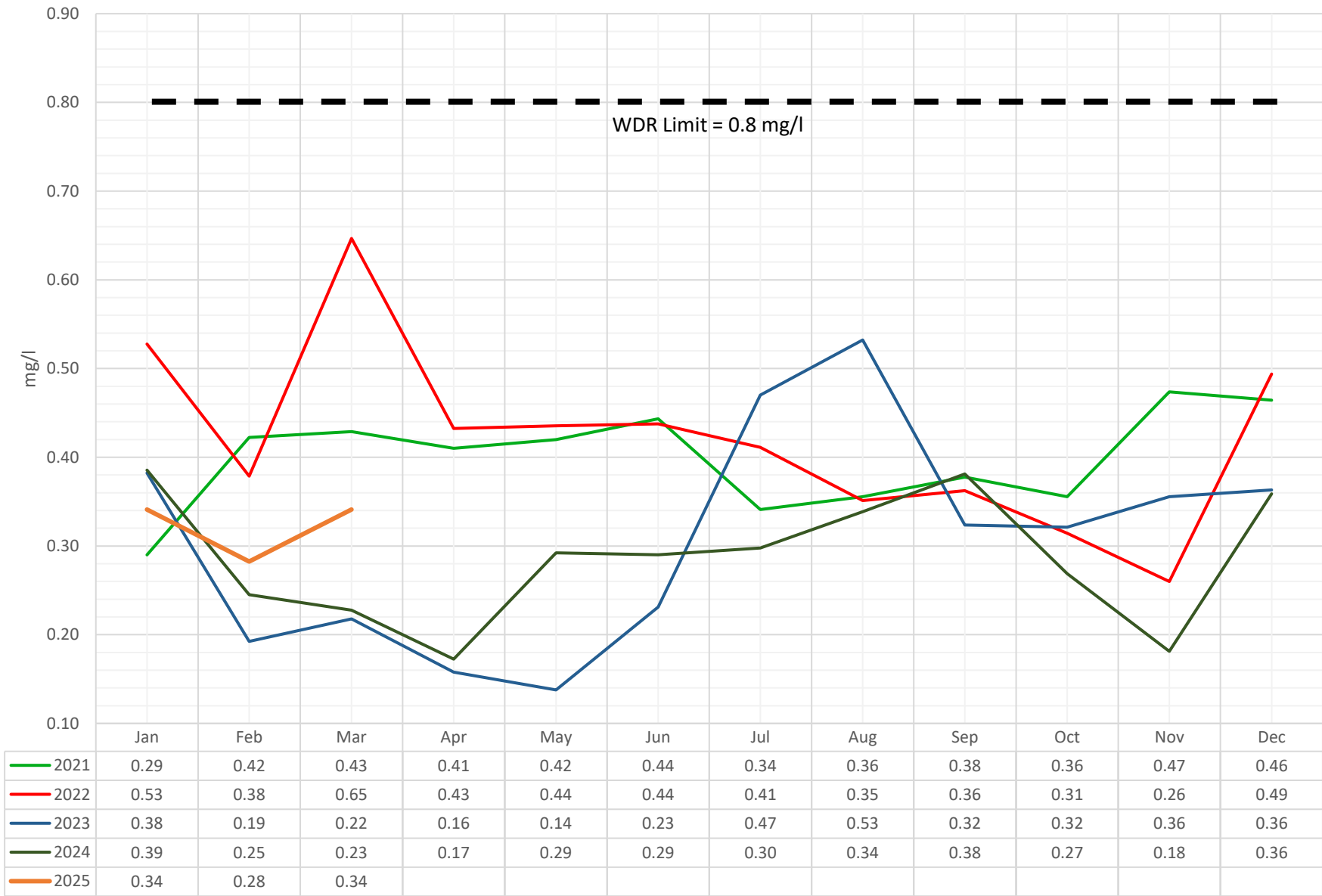
Monthly Average Daily Turbidity (Effluent)



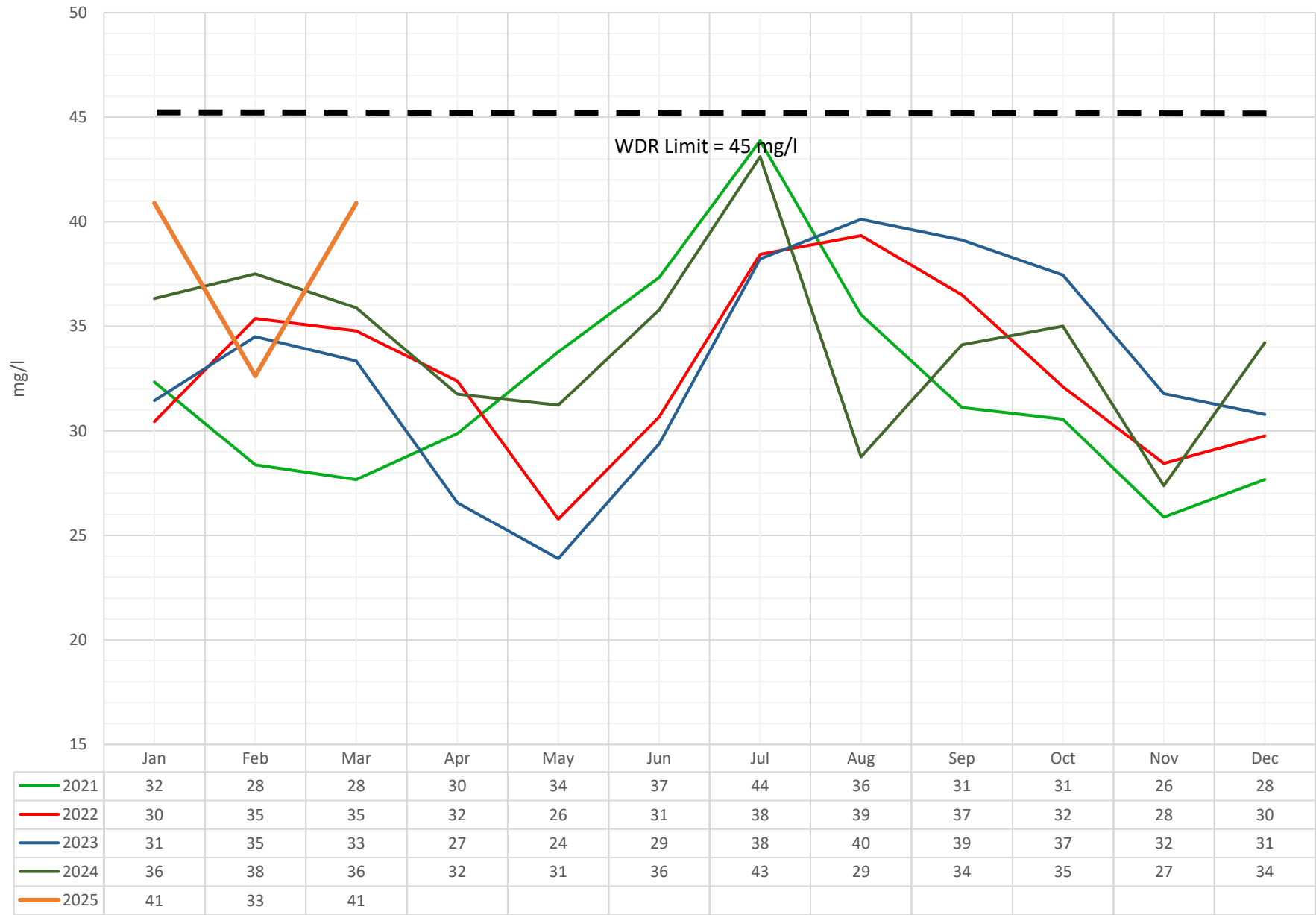
Monthly Average Daily Suspended Solids (Effluent)



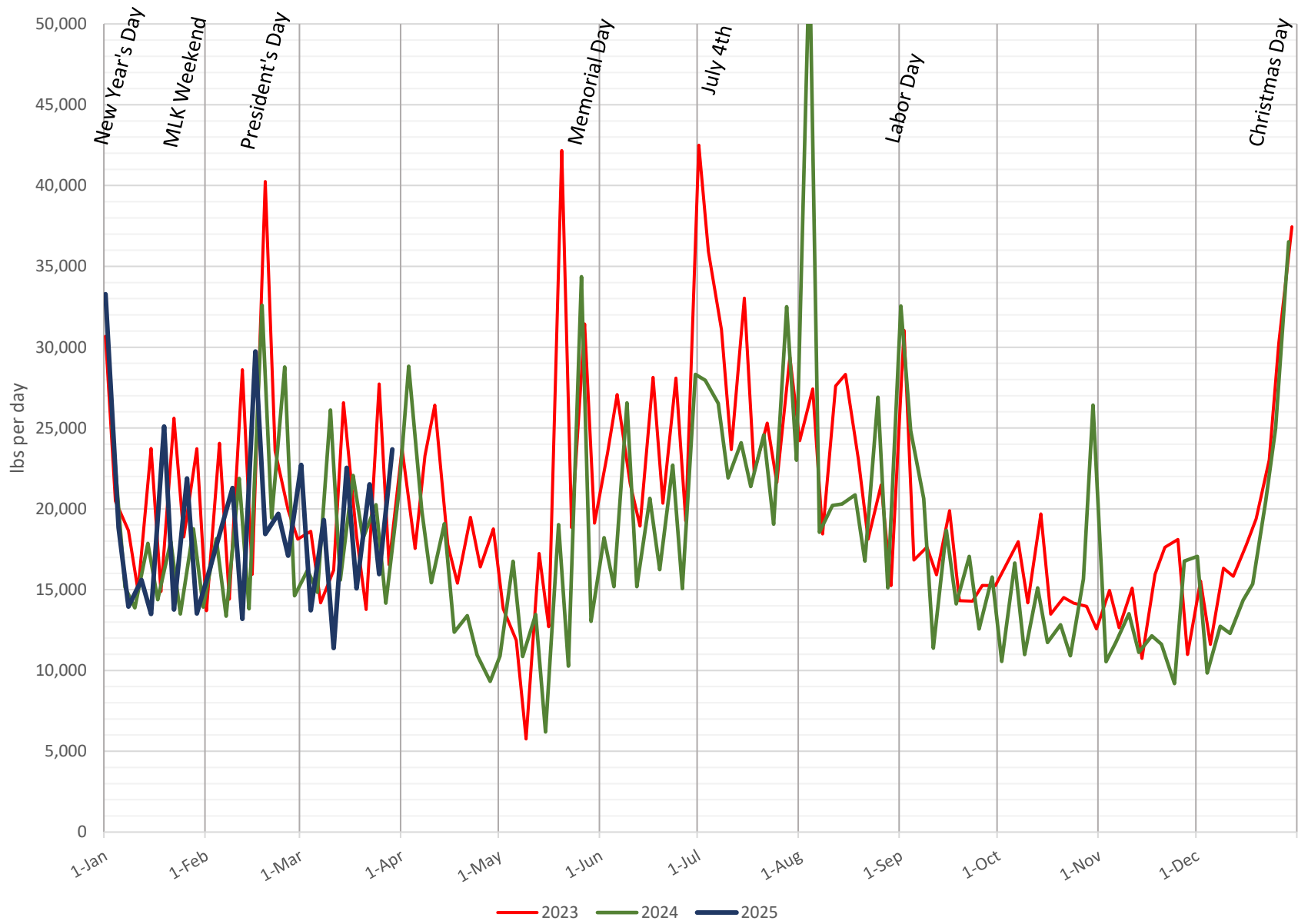
Monthly Average Daily Total Phosphorus (Effluent)



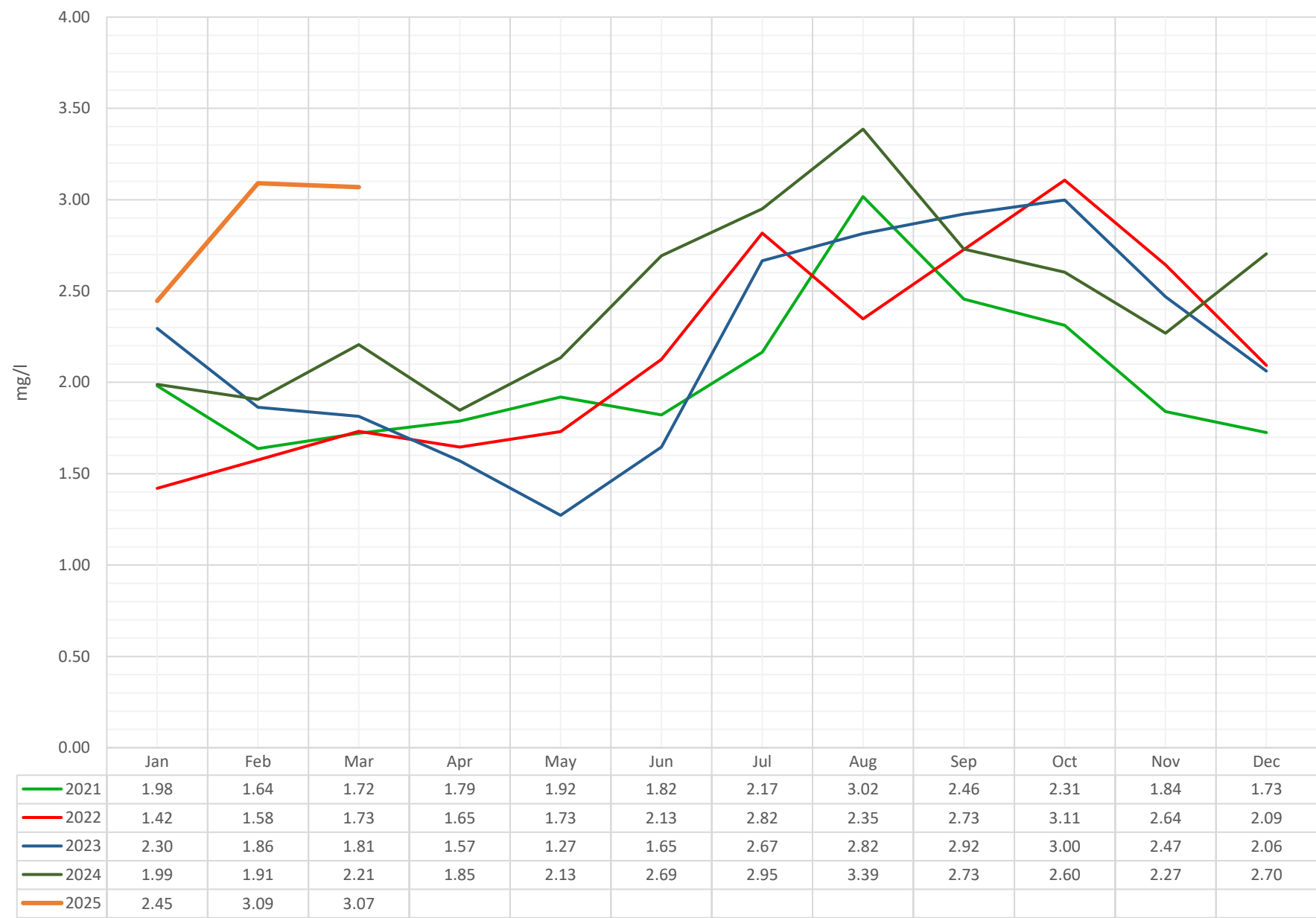
Monthly Average Daily Chemical Oxygen Demand (Effluent)



# COD Influent Loading

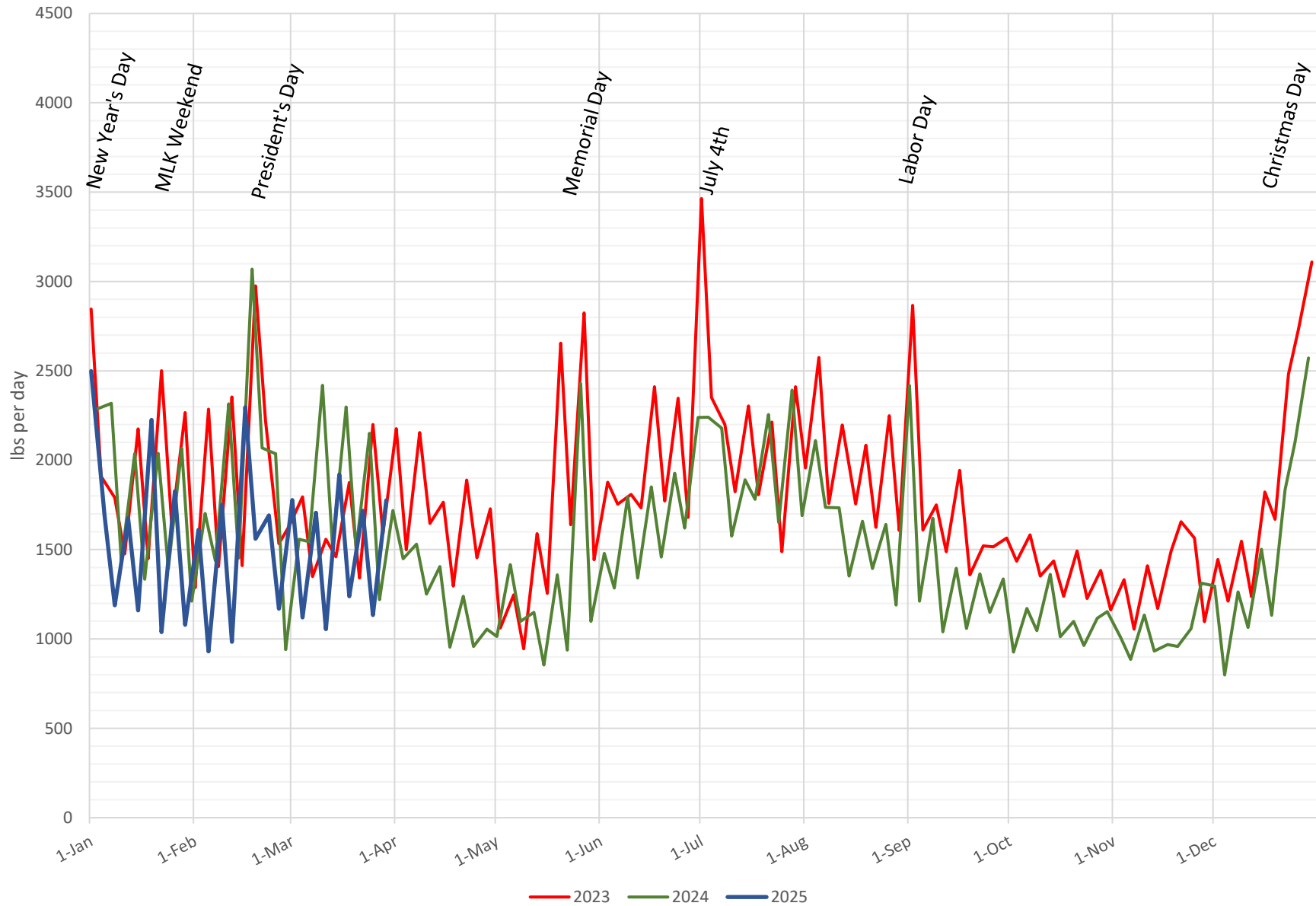


Monthly Average Daily Total Nitrogen (Effluent)

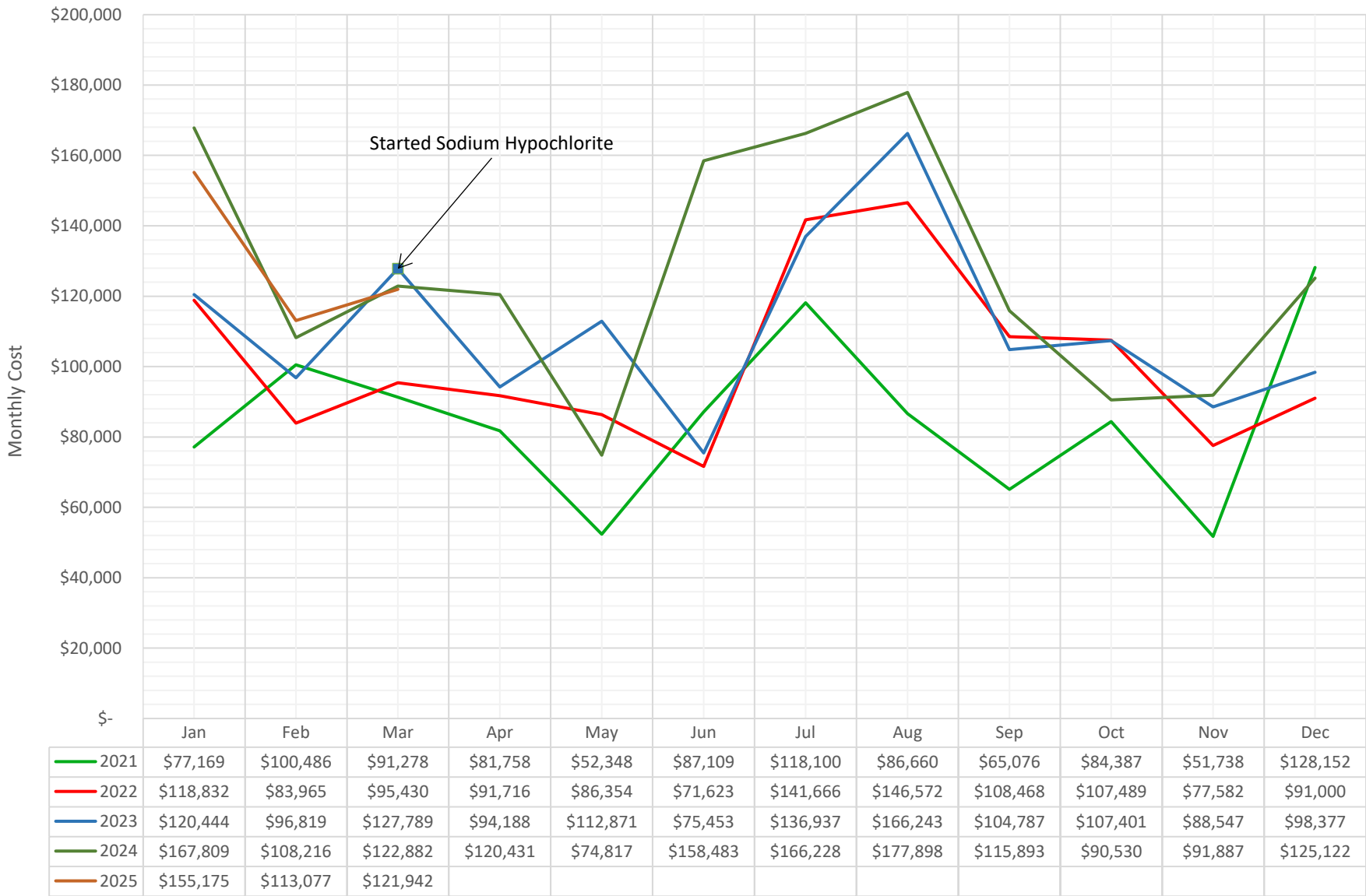




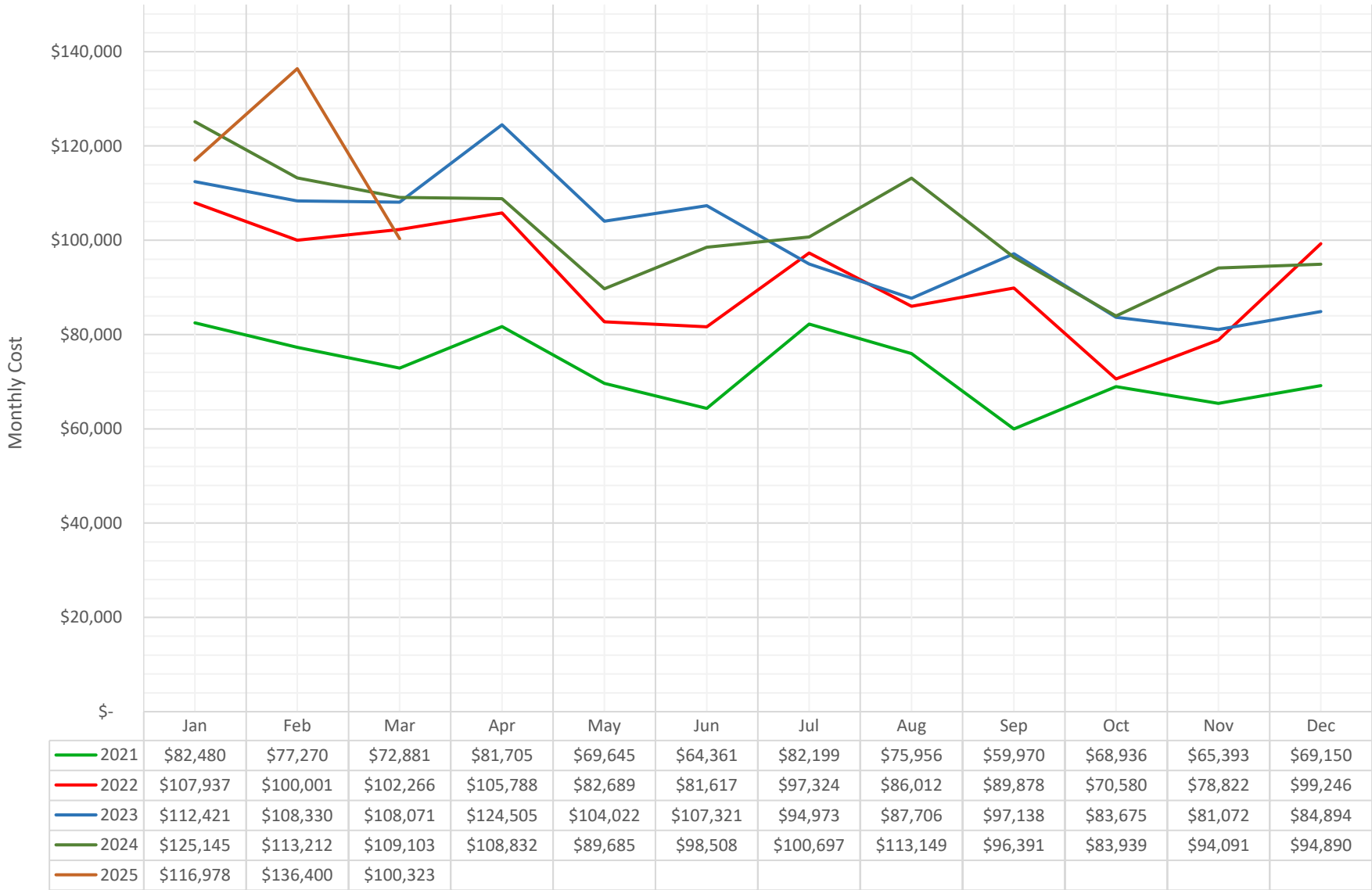
TKN Influent Loading



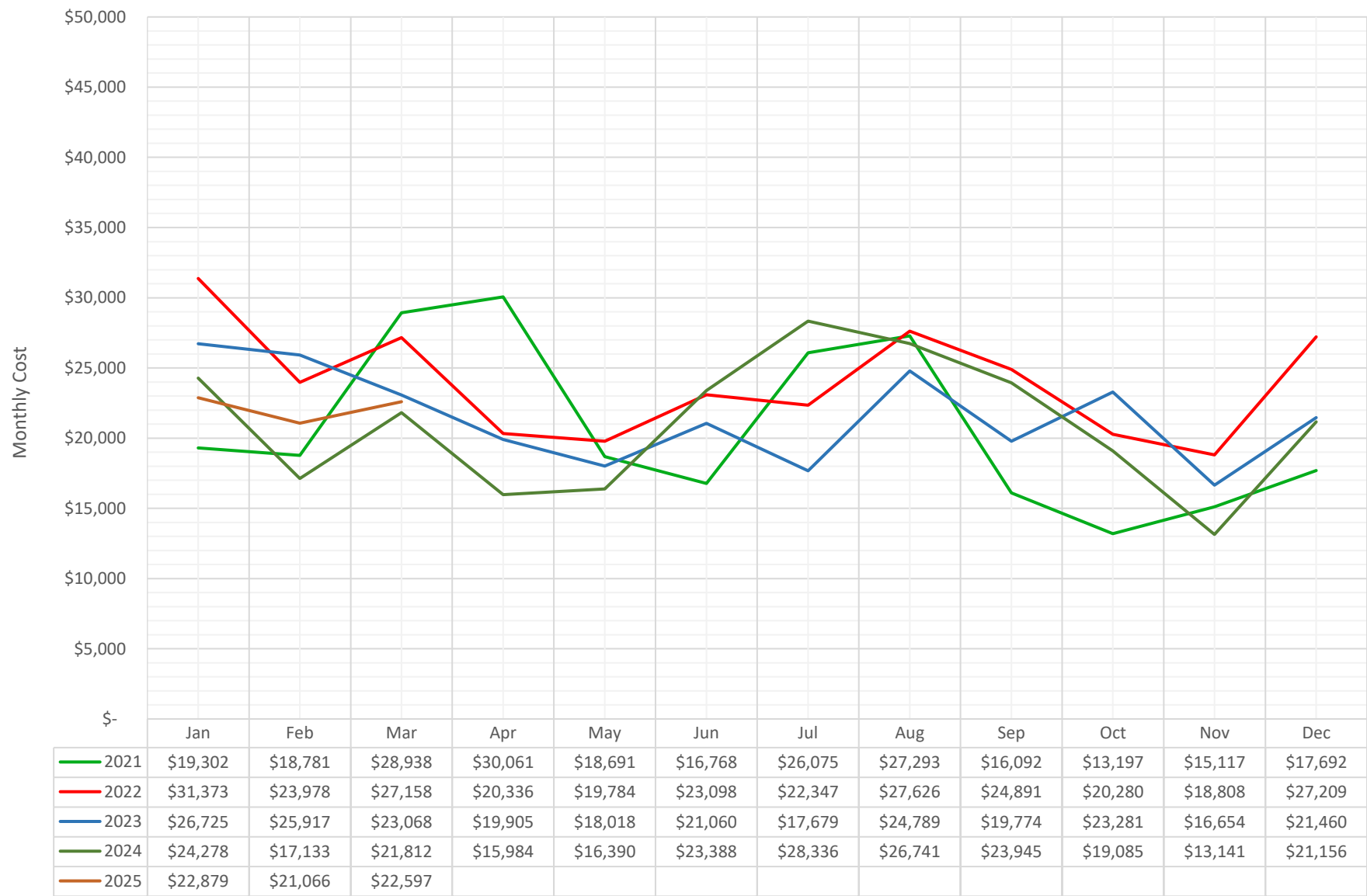
Chemical Cost



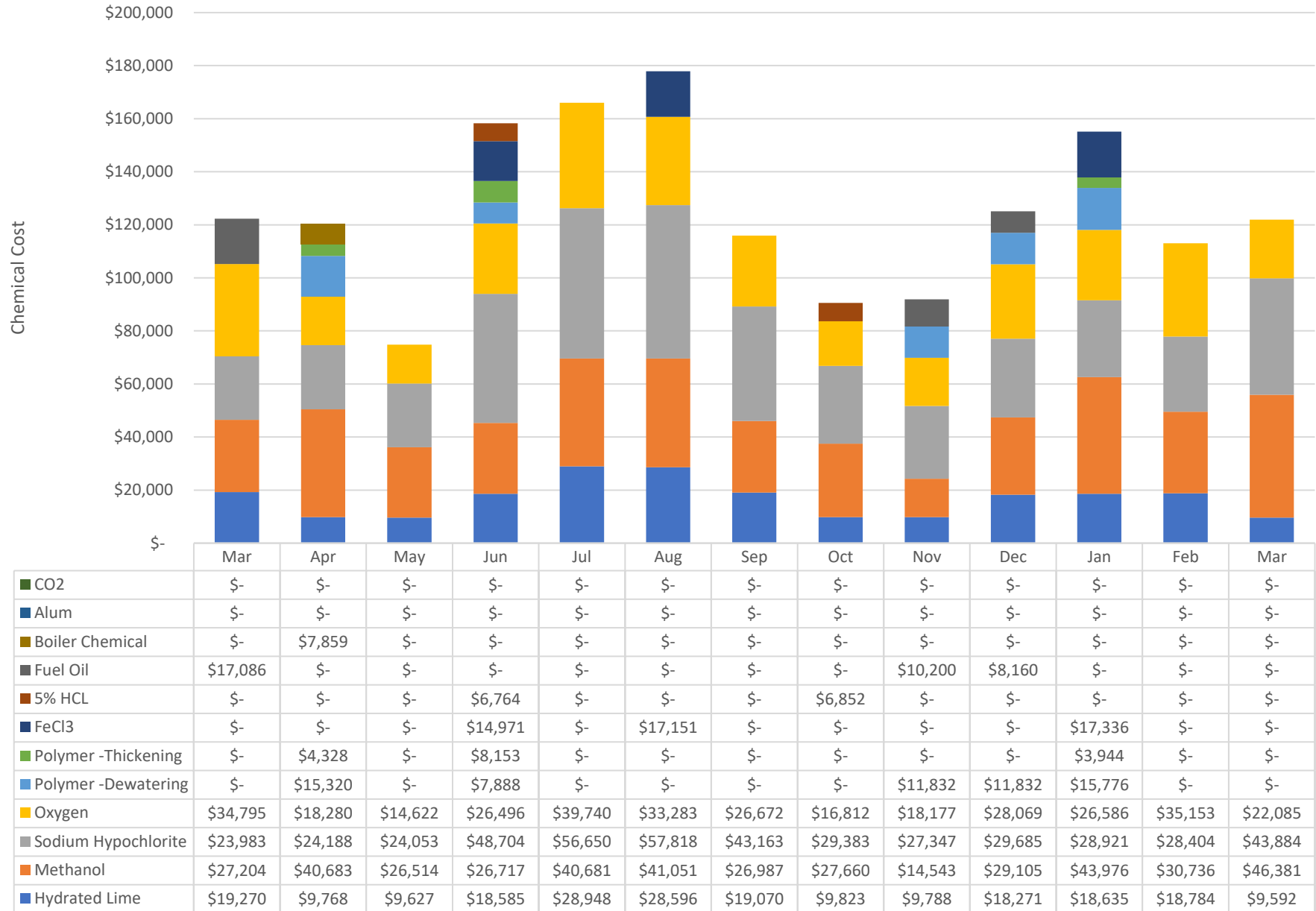
Power Cost



Sludge Disposal Cost



### Monthly Chemical Costs





## TAHOE-TRUCKEE SANITATION AGENCY MAINTENANCE DEPARTMENT REPORT

**Date:** April 16, 2025  
**To:** Board of Directors  
**From:** Paul Shouse, Maintenance Manager  
**Subject:** Maintenance Report

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- ♦ **Project support:** During the month of March, Maintenance staff provided support for the following projects:
  - Digestion Improvements Project.
  - Nutrient Removal Project.
  - SCADA Server Replacement Project.
  - 811 CMMS Integration Project.
  - CivicClerk Software Implementation Project.
  - Network Upgrade Project.
- ♦ **Plant Maintenance activities:** Maintenance staff performed the following notable tasks:
  - Installed bollards to protect main gate controls.
  - Replaced Vaughan 10" mixing pump for digester #33.
  - Replaced high-pressure pump for boiler #3.
  - Installed tankless water heater in building #4 lab.
  - Secondary ISP coordination and planning.
  - Staff attended a cybersecurity conference.
  - Migrated SCADA main to new servers.
- ♦ **Open Recruitments:**
  - CMMS/GIS Technician
  - E/I Technician (I/II/III)

♦ **Work Orders**

		Completed	Pending
E/I	Corrective	24	39
	PM	11	14
Mechanical	Corrective	23	60
	PM	64	21
Fleet	Corrective	5	4
	PM	20	8
IT	Corrective	33	39
	PM	16	2
		<b>196</b>	<b>187</b>

**Review Tracking:**

Submitted By: Paul Shouse  
Paul Shouse  
Maintenance Manager

Approved By: Richard Pallante  
Richard Pallante  
General Manager



## TAHOE-TRUCKEE SANITATION AGENCY TECHNICAL SERVICES DEPARTMENT REPORT

**Date:** April 16, 2025  
**To:** Board of Directors  
**From:** Jason Hays  
**Subject:** Technical Services Department Report

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### Engineering

- ♦ **Projects:** Engineering staff continued working on the following projects:
  - **Digestion Improvements Project**
    - Moving on to 30% Design
  - **TRI Alpine Meadows to Olympic Valley Rehabilitation Project**
    - Permitting process moving along
    - 100% review period later in April
    - Anticipated advertisement for construction on May
  - **MBR Facility Design**
    - In the process of writing an RFP to advertise for final design proposals
    - Anticipated proposal period of up to 3 months
    - Outreach to potential consultants
  - **Fate and Transport Study**
    - Study is complete
    - Data is being compiled for delivery to RWQCB
    - Meeting to discuss next steps with Lahontan

### Laboratory

- ♦ **Laboratory Activities:**
  - On-site assessment scheduled for April
  - Continued capital replacements
- ♦ **Laboratory Corrective Actions:**
  - Completed this month: 11
  - Pending: 1

### Public Outreach

- ♦ **Plant Tours:**
  - None
- ♦ **Public Outreach Team**
  - Preparing for the beginning of Spring/Summer outreach program
  - The first planned event is Earth Day

### **Review Tracking:**

Submitted By: Jason Hays  
Jason Hays  
Technical Services Manager

Approved By: Richard Pallante  
Richard Pallante  
General Manager



## TAHOE-TRUCKEE SANITATION AGENCY ADMINISTRATIVE DEPARTMENT REPORT

**Date:** April 16, 2025  
**To:** Board of Directors  
**From:** Lizz Cook, CFO/Risk Manager  
**Subject:** Administrative Report for March

---

### ◆ Risk/Safety

- Quarterly Safety Meeting held.
- Monthly Training Topic: Electrical Safety.

### ◆ Finance

- Completed monthly A/P, A/R, payroll, general ledger processes, and bank reconciliations.
- Prepared for upcoming FY26 Budget season.
- Training courses attended by staff include PERS, GFOA training on the upcoming GASB 101, and the Budget Process.
- Attended March Committee Meeting:
  - Cash Flow Modeling

### ◆ Billing/Customer Service

- General assistance with customer accounts, utility demands, adjustments, and plan reviews.
- Activated new account permits and prepared letters, reports, and invoices.

### ◆ Purchasing/Administration

- General purchasing responsibilities for monthly requisitions, purchase orders, and orders.
- General responsibilities to customer service, front gate, and front desk.

### ◆ General Administration

- Performed various administrative duties to assist the General Manager and Board of Directors.

### Review Tracking

Submitted By: Lizz Cook  
Lizz Cook  
CFO/Risk Manager

Approved By: Richard Pallante  
Richard Pallante  
General Manager



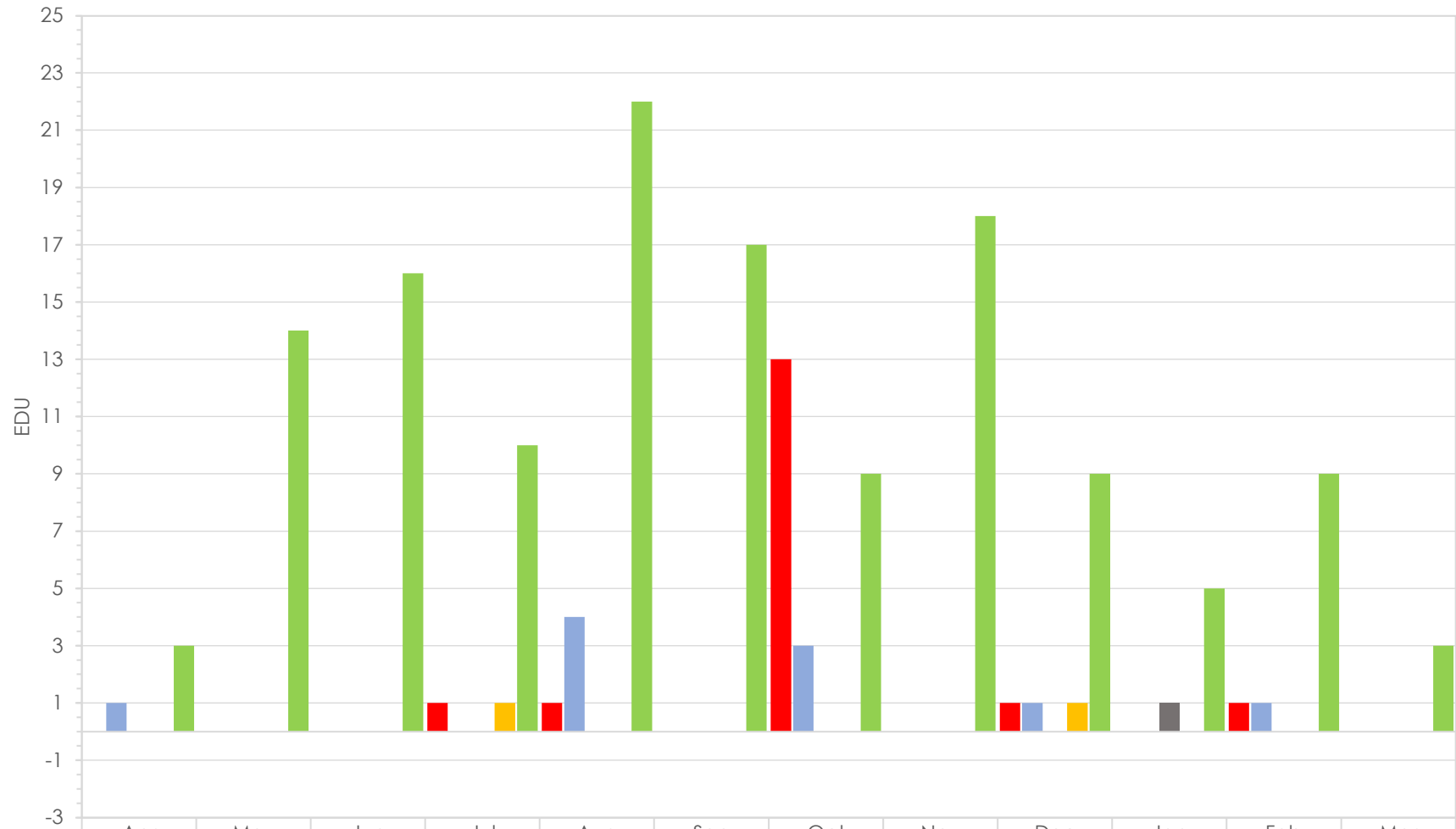
## CONNECTION FEES - MARCH 2025

Connection Fee Type	MTD Count (#)	MTD Total Ft <sup>2</sup>	MTD Total \$	YTD Count (#)	YTD Total Ft <sup>2</sup>	YTD Total \$
Residential	2	3,640	\$ 16,803.41	3	5,179	\$ 20,996.66
Residential Ft <sup>2</sup> Additions	3	4,986	\$ 15,641.28	10	14,364	\$ 42,416.34
Residential Ft <sup>2</sup> Additions - Exempt	0	0	N/A	33	8,028	N/A
Accessory Dwelling Unit (ADU)	0	0	\$ -	3	3,078	\$ 9,886.50
Accessory Dwelling Unit (ADU) - Exempt	0	0	N/A	4	1,781	N/A
Commercial	2	N/A	\$ 47,650.00	3	N/A	\$ 61,250.00
Industrial	0	N/A	\$ -	0	N/A	\$ -
<b>Grand Total</b>	<b>7</b>	<b>8,626</b>	<b>\$ 80,094.69</b>	<b>56</b>	<b>32,430</b>	<b>\$ 134,549.50</b>

## INSPECTIONS - MARCH 2025

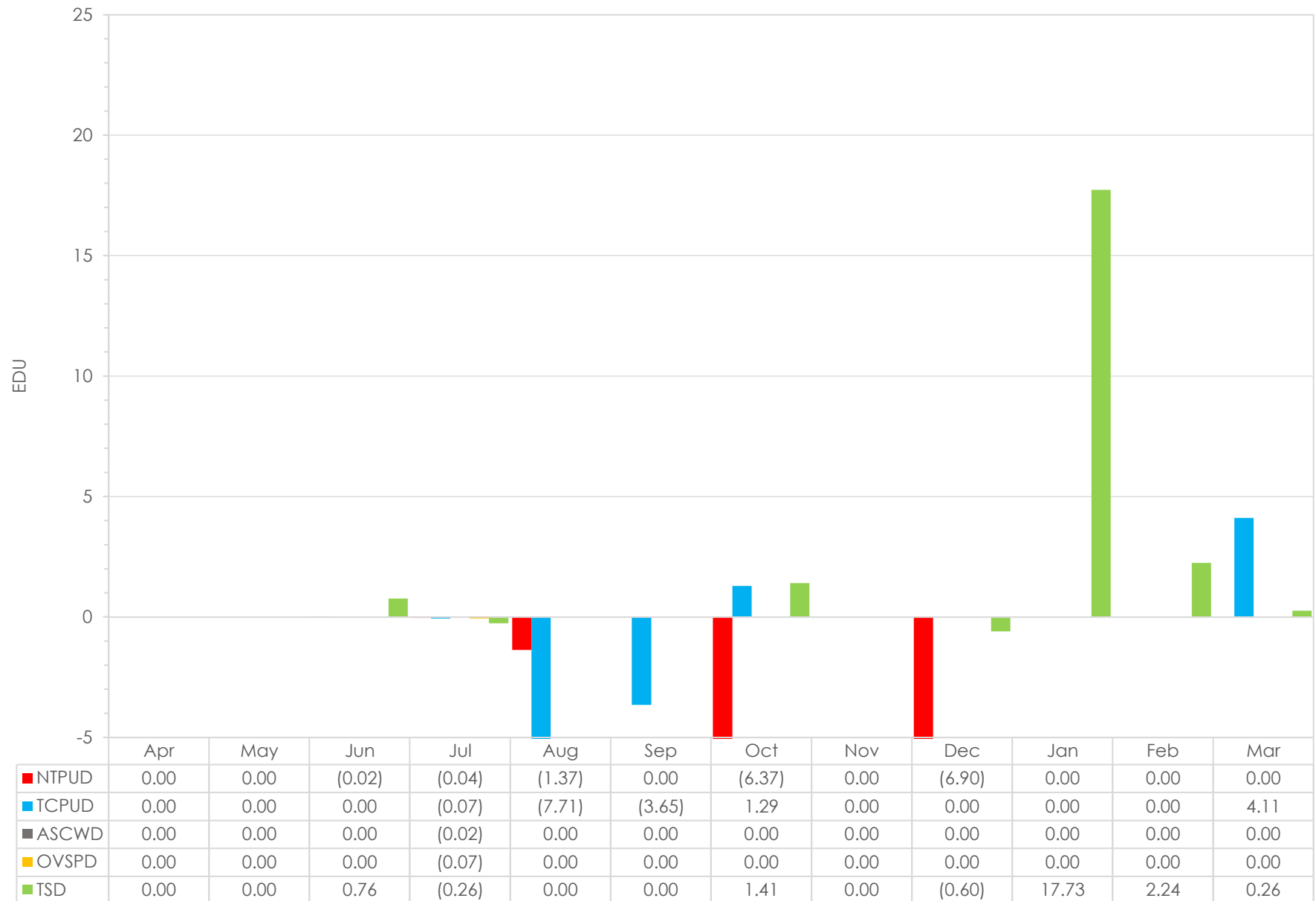
Inspection Type	MTD Count #	MTD Total	YTD Count #	YTD Total
Commercial	0	0	2	2
Residential (Drive-by of Suspended Accounts)	0		0	

## Residential EDU Summary

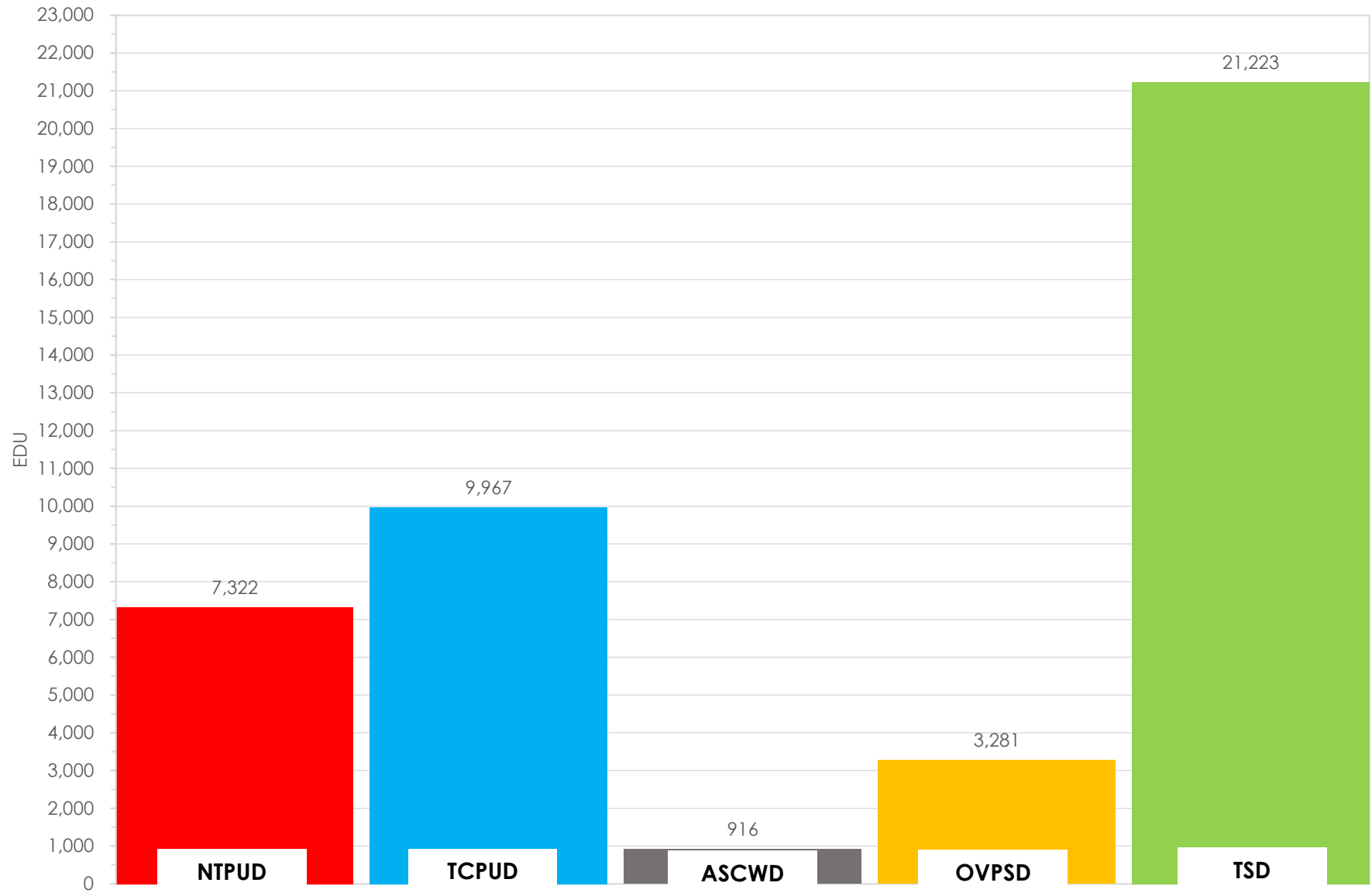


	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
■ NTPUD	0	0	0	1	1	0	13	0	1	0	1	0
■ TCPUD	1	0	0	0	4	0	3	0	1	0	1	0
■ ASCWD	0	0	0	0	0	0	0	0	0	1	0	0
■ OVSPD	0	0	0	1	0	0	0	0	1	0	0	0
■ TSD	3	14	16	10	22	17	9	18	9	5	9	3

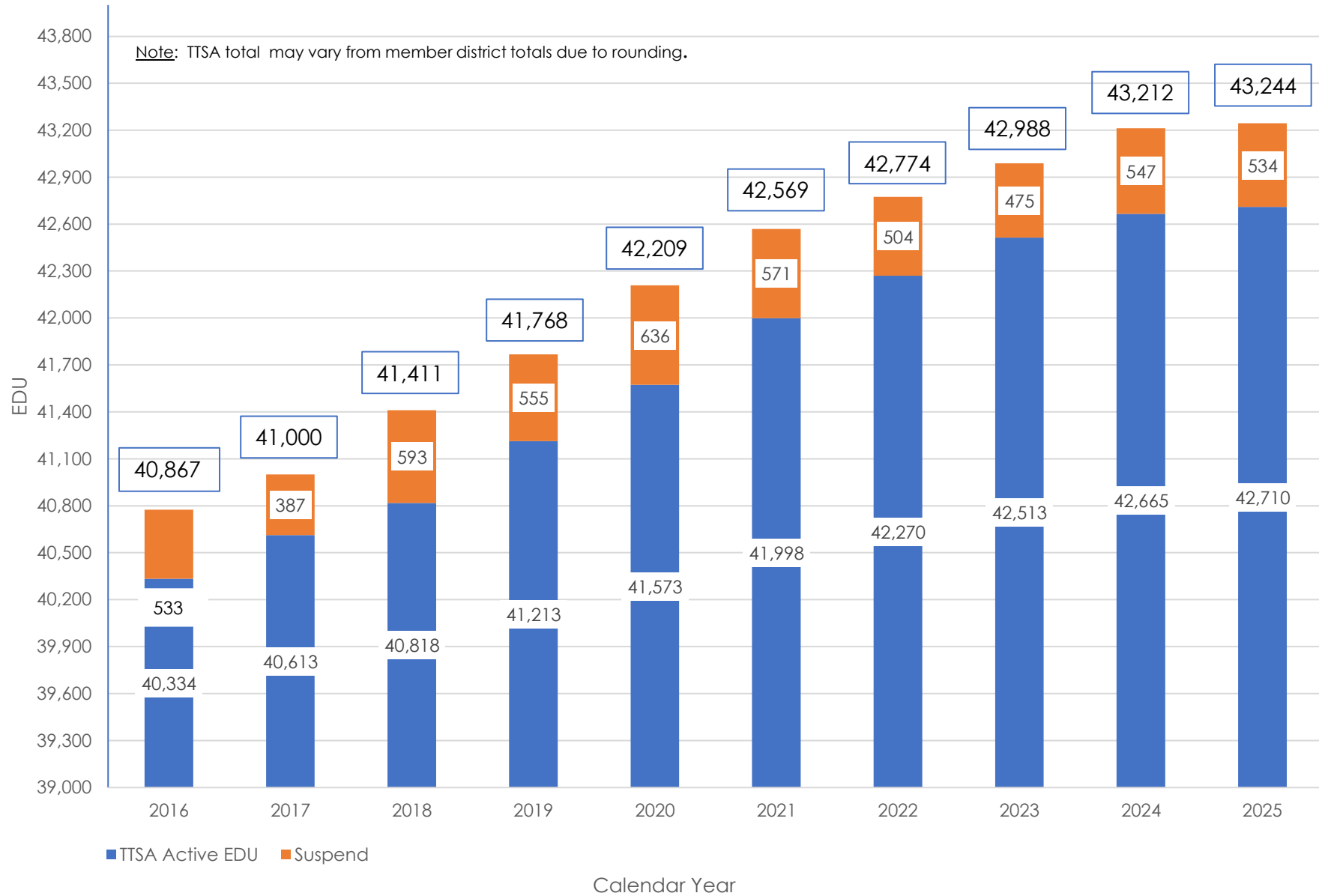
## Other EDU Summary



## Current EDU Summary By Member District



## Historical TTSA EDU Summary





# TAHOE-TRUCKEE SANITATION AGENCY

## BOARD OF DIRECTORS MEETING

**To:** Board of Directors

**From:** Richard Pallante, General Manager

**Meeting Date:** April 16, 2025

**Item:** VI.9.

**Subject:** General Manager Report: Informational Updates for the Board of Directors

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**Background:**

The General Manager Report is attached for review.

**Recommendation:**

Review and comment.

**Fiscal Impact:**

None. Informational Only.

**Review Tracking:**

Submitted By: \_\_\_\_\_

Richard Pallante  
General Manager

**Attachments:**

1. General Manager Report



## TAHOE-TRUCKEE SANITATION AGENCY GENERAL MANAGER REPORT

**Date:** March 19, 2025  
**To:** Board of Directors  
**From:** Richard Pallante, General Manager  
**Subject:** General Manager Report

---

### ◆ Highlights From Previous Month

- Management and staff continue in-depth discussions on the Master Plan, Rehab, and Rehabilitation projects, evaluating implementation timing and budget.
- The land exchange with Tahoe Truckee Airport District was completed on Thursday, April 10th.
- Meetings Held/Attended for:
  - Board of Directors and Finance Committee.
  - Land Use Policy Ad Hoc Committee.
  - GM Recruitment Ad Hoc Committee.
  - Nutrient Alternative Project.
  - Digestion Improvement Design Project.
  - TRI Rehabilitation Project.
  - Fate & Transport Study.
  - Area General Managers Meeting at TSD.
  - Classification & Compensation Study Observation Group.
  - Management/Staff Leadership Training 3/25 & 3/26.
- Additional Projects:
  - CivicPlus – CivicClerk Software Training.
  - Board Clerk Public Records Requests:
    - Requests Received YTD: 7 Requests
    - Documents Distributed: 7,582 pages to date.

### ◆ Upcoming Items of Interest

- Agency Staff Leadership Training.
- CWEA Conference – Palm Springs.
- 2026 Budget Development.

### Review Tracking

Submitted By: Richard Pallante  
Richard Pallante  
General Manager



# TAHOE-TRUCKEE SANITATION AGENCY

## BOARD OF DIRECTORS MEETING

**To:** Board of Directors

**From:** Richard Pallante, General Manager

**Meeting Date:** April 16, 2025

**Item:** VII.1.

**Subject:** Board of Directors Comment.

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**Background:**

Directors have the opportunity to ask questions for clarification, make brief announcements and reports, provide information to staff, request staff to report back on a matter, or direct staff to place a matter on a subsequent agenda.

**Recommendation:**

Discussion item only.

**Fiscal Impact:**

None.

**Review Tracking:**

Submitted By: \_\_\_\_\_

Richard Pallante  
General Manager

**Attachments:**

None





# TAHOE-TRUCKEE SANITATION AGENCY

## BOARD OF DIRECTORS MEETING

**To:** Board of Directors

**From:** Richard Pallante, General Manager

**Meeting Date:** April 16, 2025

**Item:** VIII.1.

**Subject:** Closed Session Conference with Legal Counsel - Pending Litigation (Government Code section 54956.9) *Michael Smith v. Tahoe-Truckee Sanitation Agency*; Workers' Compensation Appeals Board Case No. ADJ20514910.

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**Background:**

1. Closed Session Conference with Legal Counsel - Pending Litigation (Government Code section 54956.9) *Michael Smith v. Tahoe-Truckee Sanitation Agency*; Workers' Compensation Appeals Board Case No. ADJ20514910.

**Recommendation:**

None.

**Fiscal Impact:**

None. Discussion only.

**Review Tracking:**

Submitted By: \_\_\_\_\_

Richard Pallante  
General Manager

**Attachments:**

None



# TAHOE-TRUCKEE SANITATION AGENCY

## BOARD OF DIRECTORS MEETING

**To:** Board of Directors

**From:** Richard Pallante, General Manager

**Meeting Date:** April 16, 2025

**Item:** IX.1.

**Subject:** Report from Closed Session

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**Background:**

The Board of Directors is scheduled to meet in a Closed Session Conference with Agency Counsel on the previous Agenda item. If there is any reportable action to report, it will be provided at this time.

**Recommendation:**

None.

**Fiscal Impact:**

None.

**Review Tracking:**

Submitted By: \_\_\_\_\_

Richard Pallante  
General Manager

**Attachments:**

None