MONTEREY PENINSULA REGIONAL PARK DISTRICT
BOARD OF DIRECTORS MEETING

DATE:	**March 16, 2022**
TO:	**Board of Directors**
FROM:	**Shuran Parker, Administrative Services Manager**
REVIEWED BY:	**Rafael Payan, General Manager**
SUBJECT:	**Review and Approval of Comparator Agencies for Total Compensation Study**

SUMMARY:
The Board is being asked to consider the recommended list of comparator agencies for the District's total compensation study **(ATTACHMENT 1)**.

FISCAL IMPACT:
There is no fiscal impact associated with taking this action.

FUNDING SOURCE:
Not applicable

FUNDING BALANCE:
Not applicable

DISCUSSION:
The District has engaged the services of Koff & Associates to conduct a classification, compensation, and benefits (or total compensation) study of its positions. The classification information (i.e., title, class/job descriptions, FLSA indicator) is almost complete and will be presented for Board review once the draft is finalized.

Meanwhile, Koff & Associates is ready to begin the total compensation analysis whereby they would gather, evaluate, and compare the District's salary and benefits against a group of 10 to 12 comparator agencies and present its findings and any recommended changes to the Board. Ideally, the goal is to identify agencies of similar size, purpose, and structure that provide services similar to the District. Because of our size and positions, however, it's challenging to find other agencies to conduct an "apples to apples" comparison, so the consultants, using their experience, have developed the recommended list, as outlined in a recent memo **(ATTACHMENT 2).** Katie Kaneko, project manager for our study will present a brief overview of the process and recommendations, and answer Board member questions at the meeting.

RECOMMENDED ACTION:
Staff requests that the Board review and receive the attached materials and presentation and approve the recommended list of comparator agencies as presented or amended.

ATTACHMENTS:
1. Recommended Comparator Agencies
2. Koff & Associates Memo re: Comparator Agency Recommendations