



2015 IACT Salary Survey

Overview of Salary, Wage and Fringe Benefits Survey





About IACT's Annual Salary Survey





What Folks Are Saying...

*What we hope
you will say too!*

This is the most useful tool when it comes time for budgeting salaries.

I love knowing what other towns my size are doing for benefits.

My council asks me for this information all the time. I appreciate having such a comprehensive document to provide them!





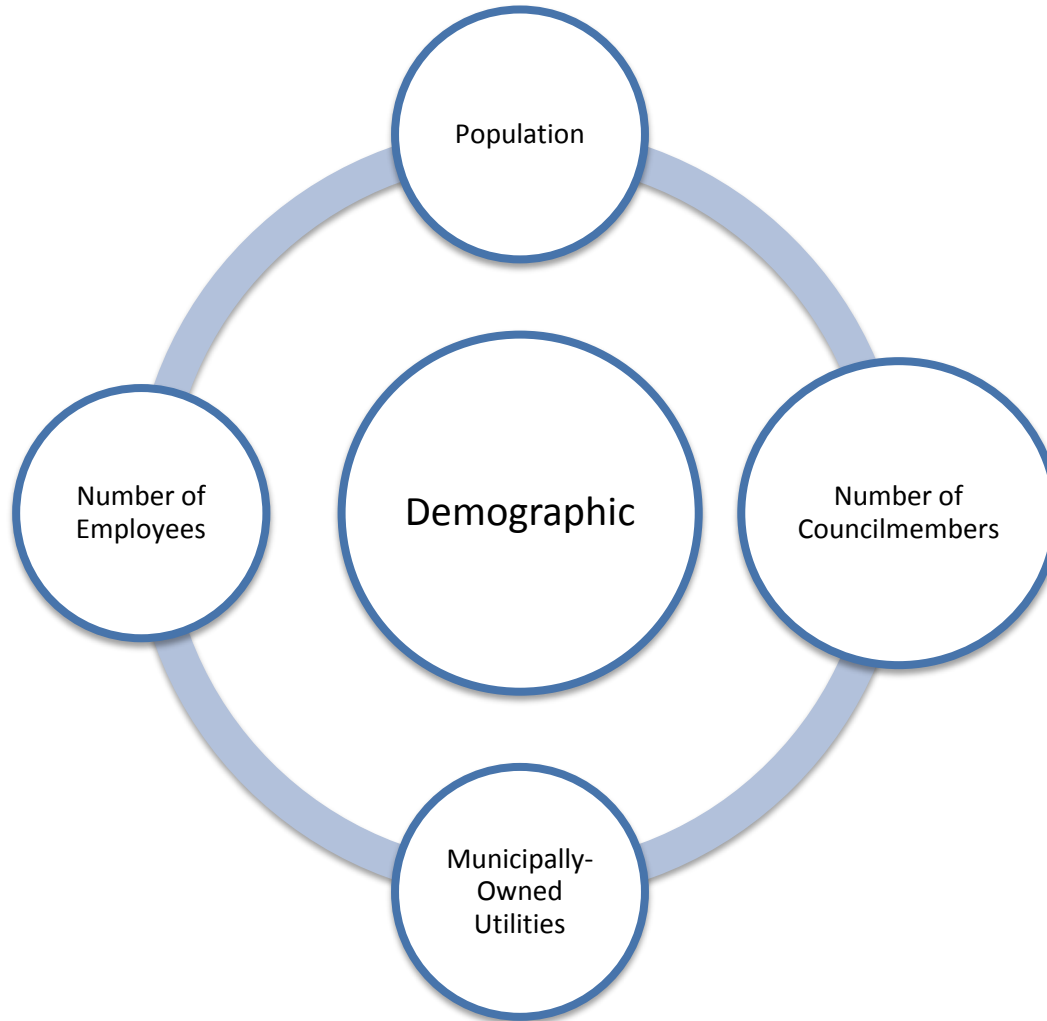
City & Town Salary Surveys

- New, easier to use format!
 - Two Surveys: City Survey & Town Survey
- Results will be compiled by population:
 - 1st & 2nd Class Cities
 - 3rd Class Cities
 - Towns > 2,000 population
 - Towns < 2,000 population





We'll ask about your municipality's makeup





Insurance & Fringe Benefits



Allowances by Department: Shift Premium, Uniforms, Longevity Pay, and Take Home Auto



Health Coverage: What is Provided, Who is Covered, Average Premiums, % Premium Paid by Municipality



Leave Time: Number of Sick Days, Personal Days & Vacation Time





Salary Questions

Elected
Officials

Department
Heads

Specialized
Fields

Police

Fire

Utilities

Administrative

Labor &
Trades

Parks &
Recreation

FOR EACH POSITION: STARTING SALARY, CURRENT SALARY & MAXIMUM LEVEL





How to Complete a Survey





One Survey Per Municipality

- Information will be sent about the Salary Survey this week to:
 - Mayor
 - Clerk-Treasurer
 - President of Council
 - Town Manager
- Note: Only one survey needs to be completed per municipality. Please coordinate your response to avoid duplication.





It's Online or Download Form

*Online Via Survey Monkey

- Link to City Survey: <https://www.surveymonkey.com/s/IACTCitySurvey>
- Link to Town Survey: <https://www.surveymonkey.com/s/IACTTownSalary>
- NOTE: your survey will automatically save. However, you **must** use the **same** computer each time to retrieve your responses.
- *Preferred Method.

Mail or Email

- Link to City & Town Surveys will be available on home page of www.citiesandtowns.org
- You can type your responses into this PDF document. Then, email or mail the document to us at: lmcgrath@citiesandtowns.org
- Note: You will need the latest version of Adobe Reader, in order to save your PDF. Download the latest version at: <http://get.adobe.com/reader/>



Online Form First Page

Town Demographics

The Indiana Association of Cities and towns (IACT) surveys municipal officials concerning the annual compensation of municipal employees. This information is used by fellow municipal officials to create budgets and provides IACT with valuable information throughout the year for research and policy purposes. Thank you in advance for your participation. Municipalities responding to this survey will receive a complimentary copy of the completed publication!

Please note: Your survey responses will be automatically saved, but you must use the same computer each time you logon for responses to be saved and retrieved.

*** 1. Please answer the following. The name/title entered should be for the person completing the survey.**

Name & Title:	<input type="text"/>
Municipality:	<input type="text"/>
Address:	<input type="text"/>
Address 2:	<input type="text"/>
City/Town:	<input type="text"/>
State:	<input type="text" value="-- select state --"/>
ZIP:	<input type="text"/>
Population:	<input type="text"/>
Email Address:	<input type="text"/>
Phone Number:	<input type="text"/>

2. In what county is your municipality?

3. Please check the appropriate box which describes your town.

- Town with Population Greater than 2,000
- Town with Population Less than 2,000





Online Form Salary Questions

Indiana Association of Cities and Towns

IACT Town Salary Survey 2013

General Salaries

INSTRUCTIONS:

As you complete the survey, please list the salary range for each position listed by entering entry level, current salary paid, and maximum level authorized for each position. For purposes of this survey, "entry level" salary is defined as the salary an employee would receive if hired today, "current" salary is defined as what an employee is presently being paid, and "maximum salary" is the highest salary authorized for each position. If more than one person fills the same position, please take the average of their salaries for "current" salary. Do not include longevity in salary. If any positions are filled by the same person, show total salary under one job heading and reference the other position filled by the employee.

34. Town Manager

(Please type PT after any positions to indicate part-time position or less than 37.5 hours per week, if applicable. All salaries should reflect 2013 salary numbers.)

Town Manager, Starting Salary

Town Manager, Current Salary

Town Manager, Maximum Level

35. Town Marshall

(Please type PT after any positions to indicate part-time position or less than 37.5 hours per week, if applicable. All salaries should reflect 2013 salary numbers.)

Town Marshall, Starting Salary

Town Marshall, Current Salary

Town Marshall, Maximum Level

36. Town Attorney

(Please type PT after any positions to indicate part-time position or less than 37.5 hours per week, if applicable. All salaries should reflect 2013 salary numbers.)

Town Attorney, Starting Salary

Town Attorney, Current Salary

Town Attorney, Maximum Level



Online Form Notes

30. Holiday Pay. How many holidays per year are paid holidays (whether worked or not)?

Police

Fire

Utility

Other Municipal Employees

Prev

Next

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At bottom of each page, you will find “Prev” and “Next” buttons. These will help you navigate the survey.

When you are finished, you will see the button “Done.”

Prev

Done

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PDF Version

IACT City Salary Survey 2013

4. Check all that apply to indicate which utilities are municipally owned. For example, if your municipality owns a water utility, check that box. Or, if your municipality does not own the gas utility, leave that box unchecked.

- Water Utility (Check if municipality-owned)
- Sewer Utility (Check if municipality-owned)
- Electric Utility (Check if municipality-owned)
- Gas Utility (Check if municipality-owned)

5. Number of Employees - Full Time Employees by Department

Please enter the number of FULL TIME employees (full time = greater than 37.5 hours weekly) in the space provided.

Police, Uniform (Excluding Reserves)	
Police, Civilian (Excluding Reserves)	
Fire, Uniform (Excluding Reserves)	
Fire, Civilian (Excluding Reserves)	
Street Department	
Legal Department	
Planning / Community Development	
Economic Development	
Mayor's Office	
Clerk-Treasurer	
City Clerk	
Human Resources / Personnel	
Sanitation / Trash	
Sewer / Wastewater	
Waterworks	
Park/Recreation	
Engineering	
All Other	





Survey Open 2/19 thru 4/2

- Please complete the survey by **April 2**.
- Results will be emailed to the person who completed the survey in early May.
- If you would like a printed copy of the survey, you may request one by responding to the results email.





Why Complete a Survey



WHY?





To Be Informed & Help Inform

- Informed decision making
- Rationale for budgeting and salary setting
- The more who complete the survey, the more valuable the tool!





Reminders

- When completing survey online, the survey will automatically save. However, to access it again, you must logon from the SAME computer. To go back to your survey, simply follow the link to the online survey.
- When completing the survey PDF, you must have the latest version of Adobe Reader in order to save your responses.





Questions?



**For questions or to
make a suggestion
for future surveys,
please contact:**

Pam Phillips

T: 317-237-2600
pPhillips@citiesandtowns.org

