

Attachment H. County Clerk – Recorder Fee Study (County of Monterey)

Fee Study for County Clerk-Recorder / Budget Unit 291

March 2025

General Employees

Position	Annual Salary at Step 7	Benefit Package Average 50%	Total Cost
BTA I	\$102,732.00	\$51,366.00	\$154,098.00
Accountant I	\$84,036.00	\$42,018.00	\$126,054.00
Office Assistant II	\$58,560.00	\$29,280.00	\$87,840.00
Office Assistant III	\$64,068.00	\$32,034.00	\$96,102.00

Management

Position	Annual Salary at Step 7	Benefit Package Average 50%	Total Cost
Assistant Clerk Recorder	\$160,344.00	\$80,172.00	\$240,516.00
Management Analyst I	\$100,524.00	\$50,262.00	\$150,786.00
Supervising OA II	\$86,436.00	\$43,218.00	\$129,654.00

County Clerk- Recorder - Additional Costs (FY 2024-2025)

Dept Overhead	\$373,729.00	16 budgeted positions	Per Employee	\$23,358.06
Total Services and Supplies	\$368,486.01	16 budgeted positions	Per Employee	\$23,030.38

EE Cost + Overhead and Services/Supplies

Assistant Clerk Recorder	\$286,904.44
BTA I	\$200,486.44
Accountant I	\$172,442.44
Management Analyst I	\$197,174.44
Office Assistant II	\$134,228.44
Office Assistant III	\$142,490.44
Supervising OA II	\$176,042.44

Employee Cost in Minute Increments (by Position)

Total Employee cost / productive minutes		Per 1/4 hour	Per 1/2 hour	Per hour
Assistant Clerk Recorder	\$3.23	\$48.52	\$97.04	\$194.07
BTA I	\$2.06	\$30.95	\$61.89	\$123.79
Accountant I	\$1.86	\$27.86	\$55.73	\$111.46
Management Analyst I	\$2.22	\$33.34	\$66.69	\$133.38
Office Assistant II	\$1.38	\$20.72	\$41.44	\$82.88
Office Assistant III	\$1.51	\$22.67	\$45.33	\$90.66
Supervising OA II	\$1.95	\$29.28	\$58.56	\$117.12