

*Before the Board of Supervisors in and for the  
County of Monterey, State of California*

**Resolution No. 22-275**

PPPR Control No. 22-028 )  
HRM Control No. 22-025 )

- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A to adjust the salary ranges of the Property Transfer Clerk and Senior Property Transfer Clerk as indicated in attachment A; )
- b. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A to adjust the salary ranges of the Appraiser I, Appraiser II, Appraiser III and Supervising Appraiser as indicated in attachment A; )
- c. Direct the Human Resources Department to implement the changes in the Advantage HRM system. )

**WHEREAS**, the Office of the Assessor-Clerk-Recorder requested a base wage compensation study of the Property Transfer Clerk series and the Appraiser series citing that no base wage compensation studies have been conducted on these classifications for many years; and

**WHEREAS**, the Human Resources Department conducted base wage compensation studies of the Property Transfer Clerk and Appraiser II benchmark classifications which determined the Property Transfer Clerk is 18.95% and the Appraiser II 10.19% below the mean of the County’s comparable agencies and are recommended to be adjusted by the approximate percentage identified at top step; and

**WHEREAS**, the Human Resources Department further recommends adjusting the Senior Property Transfer Clerk by approximately 18.95% at top step and the Appraiser I, Appraiser III and Supervising Appraiser at approximately 10.19% at top step in order to maintain the spread of the series; and

**WHEREAS**, to implement the recommendations, the actions require the Personnel Policies and Practices Resolution No. 98-394 Appendix A to be amended;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors in and for the County of Monterey as follows:

1. Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A is amended to adjust the salary ranges of the Property Transfer Clerk and Senior Property Transfer Clerk as indicated below:

| Classification Title: <b>Property Transfer Clerk</b> |            |            |            |            |            |            | Class Code | WG * | EEO Cat* | W/C* | BU | FLSA Code* |
|--|------------|------------|------------|------------|------------|------------|------------|------|----------|------|----|------------|
| Hourly, Bi-Weekly and Monthly Pay Rates              |            |            |            |            |            |            |            |      |          |      |    |            |
| Step 1   | Step 2     | Step 3     | Step 4     | Step 5     | Step 6     | Step 7     |            |      |          |      |    |            |
| \$23.190   | \$24.465   | \$25.810   | \$27.230   | \$28.727   | \$30.164   | \$31.672   | 80R22      | 18   | OC       | 8810 | J  | N          |
| \$1,855.16   | \$1,957.19 | \$2,064.83 | \$2,178.39 | \$2,298.20 | \$2,413.10 | \$2,533.76 |            |      |          |      |    |            |
| \$4,020  | \$4,241    | \$4,474    | \$4,720    | \$4,979    | \$5,228    | \$5,490    |            |      |          |      |    |            |

\*provided for information purposes only

| Classification Title: <b>Senior Property Transfer Clerk</b> |            |            |            |            |            |            | Class Code | WG * | EEO Cat* | W/C* | BU | FLSA Code* |
|---|------------|------------|------------|------------|------------|------------|------------|------|----------|------|----|------------|
| Hourly, Bi-Weekly and Monthly Pay Rates                     |            |            |            |            |            |            |            |      |          |      |    |            |
| Step 1  | Step 2     | Step 3     | Step 4     | Step 5     | Step 6     | Step 7     |            |      |          |      |    |            |
| \$25.627  | \$27.036   | \$28.523   | \$30.092   | \$31.747   | \$33.334   | \$35.001   | 80R23      | 17   | OC       | 8810 | J  | N          |
| \$2,050.16  | \$2,162.91 | \$2,281.86 | \$2,407.36 | \$2,539.76 | \$2,666.74 | \$2,800.08 |            |      |          |      |    |            |
| \$4,442   | \$4,686    | \$4,944    | \$5,216    | \$5,503    | \$5,778    | \$6,067    |            |      |          |      |    |            |

\*provided for information purposes only

- Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A is amended to adjust the salary ranges of the Appraiser I, Appraiser II, Appraiser III and Supervising Appraiser as indicated below:

| Classification Title: <b>Appraiser I</b> |            |            |            |            |            |            | Class Code | WG * | EEO Cat* | W/C* | BU | FLSA Code* |
|--|------------|------------|------------|------------|------------|------------|------------|------|----------|------|----|------------|
| Hourly, Bi-Weekly and Monthly Pay Rates  |            |            |            |            |            |            |            |      |          |      |    |            |
| Step 1                                   | Step 2     | Step 3     | Step 4     | Step 5     | Step 6     | Step 7     |            |      |          |      |    |            |
| \$25.459                                 | \$26.859   | \$28.337   | \$29.895   | \$31.539   | \$33.116   | \$34.772   | 28A02      | 14   | PP       | 9410 | J  | N          |
| \$2,036.74                               | \$2,148.76 | \$2,266.93 | \$2,391.61 | \$2,523.14 | \$2,649.30 | \$2,781.76 |            |      |          |      |    |            |
| \$4,413                                  | \$4,656    | \$4,912    | \$5,182    | \$5,467    | \$5,740    | \$6,027    |            |      |          |      |    |            |

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| Classification Title: <b>Appraiser II</b> |            |            |            |            |            |            | Class Code | WG * | EEO Cat* | W/C* | BU | FLSA Code* |
|---|------------|------------|------------|------------|------------|------------|------------|------|----------|------|----|------------|
| Hourly, Bi-Weekly and Monthly Pay Rates   |            |            |            |            |            |            |            |      |          |      |    |            |
| Step 1                                    | Step 2     | Step 3     | Step 4     | Step 5     | Step 6     | Step 7     |            |      |          |      |    |            |
| \$31.235                                  | \$32.953   | \$34.766   | \$36.678   | \$38.695   | \$40.630   | \$42.661   | 28A21      | 14   | T        | 9410 | J  | N          |
| \$2,498.83                                | \$2,636.26 | \$2,781.25 | \$2,934.21 | \$3,095.58 | \$3,250.36 | \$3,412.88 |            |      |          |      |    |            |
| \$5,414                                   | \$5,712    | \$6,026    | \$6,357    | \$6,707    | \$7,042    | \$7,395    |            |      |          |      |    |            |

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| Classification Title: <b>Appraiser III</b> |            |            |            |            |            |            | Class Code | WG * | EEO Cat* | W/C* | BU | FLSA Code* |
|--|------------|------------|------------|------------|------------|------------|------------|------|----------|------|----|------------|
| Hourly, Bi-Weekly and Monthly Pay Rates    |            |            |            |            |            |            |            |      |          |      |    |            |
| Step 1                                     | Step 2     | Step 3     | Step 4     | Step 5     | Step 6     | Step 7     |            |      |          |      |    |            |
| \$34.860                                   | \$36.777   | \$38.800   | \$40.933   | \$43.185   | \$45.344   | \$47.611   | 28A22      | 13   | T        | 9410 | J  | N          |
| \$2,788.78                                 | \$2,942.15 | \$3,103.96 | \$3,274.67 | \$3,454.77 | \$3,627.50 | \$3,808.88 |            |      |          |      |    |            |
| \$6,042                                    | \$6,375    | \$6,725    | \$7,095    | \$7,485    | \$7,860    | \$8,253    |            |      |          |      |    |            |

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| Classification Title: <b>Supervising Appraiser</b> |            |            |            |            |            |            | Class Code | WG * | EEO Cat* | W/C* | BU | FLSA Code* |
|--|------------|------------|------------|------------|------------|------------|------------|------|----------|------|----|------------|
| Hourly, Bi-Weekly and Monthly Pay Rates            |            |            |            |            |            |            |            |      |          |      |    |            |
| Step 1   | Step 2     | Step 3     | Step 4     | Step 5     | Step 6     | Step 7     |            |      |          |      |    |            |
| \$43.506   | \$45.899   | \$48.423   | \$51.086   | \$53.896   | \$56.590   | \$59.420   | 28A80      | 3    | P        | 9410 | F  | E          |
| \$3,480.48   | \$3,671.90 | \$3,873.84 | \$4,086.89 | \$4,311.66 | \$4,527.24 | \$4,753.60 |            |      |          |      |    |            |
| \$7,541  | \$7,956    | \$8,393    | \$8,855    | \$9,342    | \$9,809    | \$10,299   |            |      |          |      |    |            |

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- The Human Resources Department is directed to implement the changes in the Advantage HRM system.

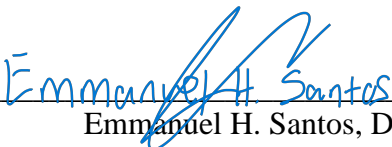
**PASSED AND ADOPTED** on this 26<sup>th</sup> day of July 2022, by roll call vote

AYES: Supervisors Alejo, Phillips, Lopez, Askew and Adams  
 NOES: None  
 ABSENT: None  
 (Government Code 54953)

I, Valerie Ralph, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 82 for the meeting on July 26, 2022.

Dated: August 4, 2022  
 File ID: RES 22-147  
 Agenda Item No.: 40

Valerie Ralph, Clerk of the Board of Supervisors  
 County of Monterey, State of California

  
 Emmanuel H. Santos, Deputy