

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

Resolution No.: PPPR Control No. 25-010)
HRM Control No. 25-011)

- Adopts a Resolution to:)
- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 to amend)
Sections A.9.19 Longevity Pay, A.10.3 Expense Allowance; A.19.8 Vehicle)
Allowance for Elected Department Heads, Unit Y, A.23 Professional Organization)
Membership and Employee Job Enhancement, A.24.8 Floating Holiday, Section)
A.25.6 Vacation Pay Off, A.36 Elected Officials (Unit Y) In-lieu Service Credit, A.52)
Units Y and ZX 401(a) Contribution, and add Section A.30.17 Annual Payoff upon)
Assuming Elective Office; and)
 - b. Authorize the Auditor-Controller to amend the Fiscal Year 2025-26 Adopted Budget)
for the Board of Supervisors, Fund 001, Appropriation Unit BOA001, to increase)
appropriations by \$56,042, financed by a decrease in appropriations in General Fund)
Contingencies, Fund 001, Appropriation Unit CAO020 (4/5ths vote required);)
 - c. Direct the Human Resources Department and Auditor-Controller's Office to)
implement the changes in the Advantage Human Resources Management (HRM))
system.)

WHEREAS, Monterey County Code ("MCC") Sections 2.04.370, 2.04.380, 2.04.400 and 2.04.410 provide the compensation, benefits, special pays and travel and meal expenses for the Board of Supervisors ("Board"); and

WHEREAS, the intent of the above was for the Board to receive the same health and welfare benefits and special pays that are provided to the County Elected Officials in Executive Management Unit Y; and

WHEREAS, the Human Resources Department conducted a review of the benefits, leaves and special pays for the Board of Supervisors and Elected Officials in Executive Management Unit Y and identified there are additional benefits, leaves and special pays that have been granted over the years to the Elected Officials in Executive Management Unit Y, but not to the Board of Supervisors; and

WHEREAS, the Human Resources Department recommended the Board adopt an ordinance amending Sections 2.04.370, 2.04.380, 2.04.400 and 2.04.410 of the MCC to align the Board of Supervisors benefits, leaves and special pays with those provided to the Elected Officials in Executive Management Unit Y; and

WHEREAS, on August 5, 2025, the Board of Supervisors introduced and waived the first reading of the draft ordinance amending Sections 2.04.370, 2.04.380, 2.04.400 and 2.04.410 and advanced the ordinance for consideration of adoption at the meeting on August 19, 2025, at 10:30 a.m.; and

WHEREAS, in order to effectuate the changes to align the Board of Supervisors benefits, leaves and special pays with those provided to the Elected Officials in Executive Management Unit Y amendments to the Personnel Policies and Practices Resolution ("PPPR") No. 98-394 are necessary and appropriate;

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 Sections A.9.19 Longevity Pay, A.10.3 Expense Allowance, A.19.8 Vehicle Allowance for Elected Department Heads, Unit Y, A.23 Professional Organization Membership and Employee Job Enhancement, A.24.8 Floating Holiday, Section A.25.6 Vacation Pay Off, A.36 Elected Officials (Unit Y) In-lieu Service Credit, A.52 Units Y and ZX 401(a) Contribution are amended and Section A.30.17 Annual Payoff upon Assuming Elective Office is added as indicated below:

A.9.19 Longevity Pay

A.9.19.1 Unit Y Longevity Pay

Effective January 28, 2023, employees (excluding temporary employees) in Unit Y shall be eligible to receive longevity premium pay based upon the total length of service with the County. The longevity schedule shall be as follow: Ten (10) years of service shall receive a premium pay of two and a half percent (2.5%) of their base wage. Fifteen (15) years of service shall receive a premium pay of three and a half percent (3.5%) of their base wage. Twenty (20) years of service shall receive a premium pay of five and a half percent (5.5%) of their base wage. The Longevity premium pay will be reported in accordance with PERS regulations Section 571A.

A.9.19.2 Unit ZX Longevity Pay

Effective December 31, 2022, full-time employees (excluding temporary employees) in Unit ZX shall be eligible to receive longevity premium pay based upon the total length of service with the County. The longevity schedule shall be as follow: Ten (10) years of service shall receive a premium pay of two and a half percent (2.5%) of their base wage. Fifteen (15) years of service shall receive a premium pay of three and a half percent (3.5%) of their base wage. Twenty (20) years of service shall receive a premium pay of five and a half percent (5.5%) of their base wage. The Longevity premium pay will be reported in accordance with PERS regulations Section 571A.

A.9.19.3 Board of Supervisors (Unit O) Longevity Pay

Effective September 20, 2025, the Board of Supervisors Chairman and Board of Supervisors Members shall be eligible to receive the same longevity premium pay as that provided to the Elected Officials in Unit Y.

A.10.3 Expense Allowance

A.10.3.1 Unit Y Designated Department Heads Management Expense Allowance

Effective December 28, 2024, individuals in classifications identified in A.10.1 Department Heads Designated shall be eligible for a monthly expense allowance for incidental expenses not ordinarily subject to remuneration by claim in the amount of one hundred dollars (100.00) monthly. The expense allowance shall be paid on the second pay period of each month.

A.10.3.2 Unit Y (non-Department Heads) Management Expense Allowance

Effective December 28, 2024, individuals in all other classifications in Unit Y (non-Department Heads) shall be eligible for a monthly expense allowance for incidental expenses not ordinarily subject to remuneration by claim in the amount of seventy-

five dollars (\$75.00) monthly. The expense allowance shall be paid on the second pay period of each month.

A.10.3.3 Unit ZX Management Expense Allowance

Effective December 28, 2024, individuals in positions/classifications in Unit ZX shall be eligible for a monthly expense allowance for incidental expenses not ordinarily subject to remuneration by claim incumbents in the amount of seventy-five dollars (\$75.00) monthly. The expense allowance shall be paid on the second pay period of each month.

A.10.3.4 Board of Supervisors (Unit O) Management Expense Allowance

Effective September 20, 2025, the Board of Supervisors Chairman and Board of Supervisors Members shall be eligible for a monthly expense allowance for incidental expenses not ordinarily subject to remuneration by claim in the same amount as that received by the Elected Officials in Unit Y. The expense allowance shall be paid on the second pay period of each month.

A.19.8 Vehicle Allowance for Board of Supervisors, Unit O and Elected Officials, Unit Y

- a) Effective July 1, 2001, Elected Officials in Unit Y who are not assigned a county vehicle shall be provided with a monthly car allowance equivalent to that provided to eligible appointed Department Heads in Unit Y.
- b) Effective September 20, 2025, the Board of Supervisors Chairman and Board of Supervisors Members shall be provided with a monthly car allowance equivalent to that provided to Elected Department Heads in Unit Y

A.23 PROFESSIONAL ORGANIZATION MEMBERSHIP AND EMPLOYEE JOB ENHANCEMENT

- a) Elected Officials and permanent employees in Units Y and ZX shall be paid a Professional Expense Stipend of Four Hundred fifty dollars (\$450) the first full pay period of each calendar year. Employees must be in paid status during the pay period in which the stipend is paid in order to be eligible. Eligible employees who are scheduled to work 40 hours or less per pay period shall receive one-half the Professional Expense Stipend.
- b) Effective September 20, 2025, the Board of Supervisors Chairman and Board of Supervisors Members shall be paid a Professional Expense Stipend in the same amount as that received by the Elected Officials in Unit Y.

A.24.8 Floating Holiday

Eligible employees in Units P, X, XL, Y (excluding elected officials) and Z shall receive one floating holiday per calendar year which may be taken before or by December 31 of each year. This holiday will not carry over from year to year and no compensation will be paid for this unused holiday at termination. The floating holiday will be credited on a pro rata basis according to the employee's regularly scheduled hours and may not be taken in increments less than the full amount credited.

A.25.6 Annual Leave/Vacation Pay Off

- a) A permanent seasonal employee in the Agricultural Commissioner's Office who is placed on seasonal leave of absence at the end of the season shall be paid all annual leave or vacation hours accrued during the season.
- b) Effective September 20, 2025, a permanent/regular employee may elect to receive a payout of all accrued annual/vacation leave upon assuming elective office in Units O or Y. The payment shall be at the rate of pay in effect for such person on the last day of appointment as a regular/permanent employee.

Such payment for annual leave or vacation hours will be processed during the pay period in which a payroll adjustment is received.

A.30.17 Annual Leave Payout upon Assuming Elective Office

Effective September 20, 2025, a permanent/regular employee may elect to receive a payout of all accrued annual leave upon assuming elective office in Units O or Y. The payment shall be at the rate of pay in effect for such person on the last day of appointment as a regular/permanent employee.

Such payment for annual leave will be processed during the pay period in which a payroll adjustment is received.

A.36 ELECTED OFFICIALS IN-LIEU SERVICE CREDIT

Elected Officials in Units O (effective September 20, 2025) and Y shall earn Elected Official In-lieu Service Time Credit for each year of service as an Elected Official, prorated on a biweekly basis. The rate at which such Elected Official In-lieu Service Credit shall be calculated is based on the total years of continuous service as a Monterey County employee and/or Elected Official with the County of Monterey as follows:

Up to five (5) years service	25 days/year
More than five (5) years service	27 days/year
More than ten (10) years service	30 days/year
More than fifteen (15) years service	33 days/year
More than twenty (20) years service	34 days/year
More than twenty-five (25) years service	37 days/year

Elected Official In-lieu Service Credit shall be paid immediately upon completion of service as a County of Monterey elective officer, and shall be paid at the then prevailing rate of pay in effect for such person on the last day of office. In no event shall Elected Official In-lieu Service Credit exceed 105 days. In the event of the death of the Elected Official, the payment shall be made to the person entitled to the official's death benefit.

In December of each year, an Elected Official in Units O (effective September 20, 2025) and Y may be advanced up to fifteen (15) days of Elected Official In-lieu Service Credit to be converted into cash payment, payable at the then prevailing rate of pay. At the time of completion of service as a County elective officer, the Elected Official's Elected Official In-lieu Service Credit calculation shall be reduced by the total number of days that had previously been advanced and converted to payment.

A.52 UNITS O, Y AND ZX 401(a) CONTRIBUTION

Effective January 2027 the County shall establish a 401(a) plan for Units O, Y and ZX and contribute one hundred dollars (\$100) monthly.

2. The Auditor-Controller is authorized to amend the Fiscal Year 2025-26 Adopted Budget for the Board of Supervisors, Fund 001, Appropriation Unit BOA001, to increase appropriations by \$56,042, financed by a decrease in appropriations in General Fund Contingencies, Fund 001, Appropriation Unit CAO020 (4/5ths vote required);
3. The Human Resources Department and Auditor-Controller's Office are directed to implement the changes in the Advantage Human Resources Management (HRM) system.

PASSED AND ADOPTED on this ____ day of _____, 2025, by the following vote,
to-wit:

AYES:

NOES:

ABSENT:

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____ for the meeting on _____.

Dated:

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

By _____
, Deputy