



Monterey County

168 West Alisal Street,
1st Floor
Salinas, CA 93901
831.755.5066

Board Report

Legistar File Number: 17-0728

July 18, 2017

Introduced: 6/30/2017

Version: 1

Current Status: Consent Agenda

Matter Type: General Agenda Item

- a. Amend and approve Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A to adjust the salary ranges for the Classifications of: Senior Civil Engineer, Chief of Surveys, Civil Engineer, Assistant Engineer, Engineering Technician, and Engineering Aide I/II/III as indicated in the attached resolution, effective the pay period beginning July 22, 2017;
- b. Amend PPPR No. 98-394, Section A.9.10 "County Surveyor Pay Premium," to abolish the pay premium for the County Surveyor, as indicated below, effective the pay period beginning July 22, 2017;
- c. Appoint Michael K. Goetz, Professional Land Surveyor (PLS), to serve as County Surveyor, effective the pay period beginning July 22, 2017; and
- d. Direct the Human Resources Department to implement the changes in the Advantage HRM System.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Amend and approve Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A to adjust the salary ranges for the Classifications of: Senior Civil Engineer, Chief of Surveys, Civil Engineer, Assistant Engineer, Engineering Technician, and Engineering Aide I/II/III as indicated in the attached resolution, effective the pay period beginning July 22, 2017;
- b. Amend PPPR No. 98-394, Section A.9.10 "County Surveyor Pay Premium," to abolish the pay premium for the County Surveyor, as indicated below, effective the pay period beginning July 22, 2017;
- c. Appoint Michael K. Goetz, Professional Land Surveyor (PLS), to serve as County Surveyor, effective the pay period beginning July 22, 2017; and
- d. Direct the Human Resources Department to implement the changes in the Advantage HRM System.

SUMMARY:

The Resource Management Agency (RMA) requested a wage study to compare Monterey County's engineering classifications with those of comparable agencies since the last study was conducted in 1985. Additionally, the structural reorganization of the RMA, approved by the Board of Supervisors on July 26, 2016, made the Office of the County Surveyor appointive and an associated pay premium no longer applicable with the deletion of the classification of Public Works Director. Approval of the above recommendations provides for alignment of the salary ranges for the listed engineering classifications with comparable agencies and internal County classes; abolishment of a five-percent pay premium for performance of county surveyor duties by staff other than the Public Works Director; and appointment of incumbent staff to serve as the County Surveyor.

DISCUSSION:

In response to a request from RMA, the Human Resources Department (HRD) conducted a base salary survey for the engineering classification series of Senior Civil Engineer, Traffic Engineer, Chief of Surveys, Civil Engineer, Assistant Engineer, Engineering Technician, and Engineering Aide I/II/III. These engineering classifications are allocated primarily to the RMA. One Engineering Aide I, II, or III position is allocated to the Assessor/Clerk-Recorder, Water Resources Agency (WRA), and Information Technology Department (ITD), respectively. Salary alignment with comparable agencies is a critical component in the County's ability to competitively recruit and retain qualified employees. Based on an extensive review and analysis of the wage study, HRD recommends that all the engineering classifications base salaries, except that of the Traffic Engineer, be increased to effect salary alignment with the comparable agencies, maintain equitable spreads, and/or ease potential compaction issues within the County engineering and other internal classifications as indicated in the attached resolution.

On April 3, 2017, HRD notified SEIU Local #521 regarding the wage study and its recommendations regarding the represented Unit F and J classes.

Specific to the County Surveyor of Monterey County, on July 26, 2016, the Board of Supervisors adopted Ordinance 5271, which amended Chapters 2.27, 2.28, 2.29, 2.30, 2.31 and 2.36 of the Monterey County Code to incorporate and reflect the changes of the RMA reorganization. Ordinance 5271 became effective on August 27, 2016. Chapter 2.36, Section 2.36.10, of the Monterey County Code prescribes that the Office of the Surveyor of Monterey County is *appointive and the County Surveyor shall be appointed by and serve at the pleasure of the Board of Supervisors. The Resource Management Agency shall house the County Surveyor.*

It is recommended that PPPR No. 98-394, Section A.9.10 "County Surveyor Pay Premium," be amended to abolish the pay premium for the County Surveyor as indicated below. This pay premium was for performance of county surveyor duties by staff other than the Public Works Director. This premium is no longer applicable due to RMA's structural reorganization, which abolished the position of Public Works Director.

A.9.10 County Surveyor Pay Premium (DELETED)

~~The individual appointed by the Board as County Surveyor, if that individual is a person other than the Public Works Director, shall receive an additional five percent (5%) premium in addition to his/her base salary.~~

~~This appointment and salary adjustment shall terminate automatically as of the date upon which the Public Works Director becomes licensed as a Land Surveyor in the State of California.~~

Additionally, it is recommended that Mr. Michael K. Goetz, Professional Land Surveyor, be appointed to serve as County Surveyor for the County of Monterey. Mr. Goetz has been licensed by the State of California since 1987, and has worked for Monterey County in the capacity of Chief of Surveys since March 2012. Such appointment would remain in effect until

the Board decides to change or rescind the appointment.

OTHER AGENCY INVOLVEMENT:

HRD worked with RMA, Assessor/Clerk-Recorder, WRA, and ITD regarding the proposed actions, increases to the subject engineering classifications salaries, and amending PPPR No. 98-394. They all concur with the recommendations. Human Resources Department also worked with the Office of the County Counsel regarding amending PPPR No. 98-394.

FINANCING:

There is no impact to the General Fund because of this proposed action. Assessor: The impact on the Assessor FY2017-18 is an increase of \$8,120 in salary and benefits. There are sufficient appropriations within the Assessor's (1180-ACR001-8003) FY2017-18 Adopted Budget to cover the salary and benefits increase. Resource Management Agency: The net annual increase in salary costs is \$117,332 from the previous salary ranges. There is no impact to RMA's FY17-18 Recommended Budget as these increases were accounted for when the budget was developed.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The recommended action addresses the Board of Supervisors' Administration Strategic Initiative and demonstrates HRD's commitment to meet the Board's strategic initiative of attracting, recruiting and retaining a diverse, talented work force that supports the mission of Monterey County.

	Economic Development	Infrastructure
X	Administration	Public Safety
	Health & Human Services	

Prepared By: Margarita Arista, Senior Personnel Analyst, Ext. 5372

Approved By: Irma Ramirez-Bough, Director of Human Resources

Attachment: Resolution

cc: Carl P. Holm, Resource Management Agency Director

Steve Vagnini, Assessor Clerk-Recorder

Eric Chatham, Director of Information Technology

David Chardavoyne, General Manager-Water Resources Agency



Monterey County Board of Supervisors

168 West Alisal Street,
1st Floor
Salinas, CA 93901
831.755.5066

Board Order

Resolution No. 17-235

Upon motion of Supervisor Phillips, seconded by Supervisor Salinas and carried by those members present, the Board of Supervisors hereby:

Adopted Resolution No. 17-235 to:

- a. Amend and approve Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A to adjust the salary ranges for the Classifications of: Senior Civil Engineer, Chief of Surveys, Civil Engineer, Assistant Engineer, Engineering Technician, and Engineering Aide I/II/III as indicated in the attached resolution, effective the pay period beginning July 22, 2017;
- b. Amend PPPR No. 98-394, Section A.9.10 "County Surveyor Pay Premium," to abolish the pay premium for the County Surveyor, as indicated below, effective the pay period beginning July 22, 2017;
- c. Appoint Michael K. Goetz, Professional Land Surveyor (PLS), to serve as County Surveyor, effective the pay period beginning July 22, 2017; and
- d. Direct the Human Resources Department to implement the changes in the Advantage HRM System.

PASSED AND ADOPTED this 18th day of July 2017, by the following vote, to wit:

AYES: Supervisors Alejo, Phillips, Salinas, Parker and Adams


NOES: None

ABSENT: None

I, Gail T. Borkowski, 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 80 for the meeting July 18, 2017.

Dated: July 20, 2017
File ID: 17-0728

Gail T. Borkowski, Clerk of the Board of Supervisors
County of Monterey, State of California

By  Deputy

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

PPPR Control No. 17-007
HRM Control No. 17-007

Resolution No. 17-235

- a. Amend and approve Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A to adjust the salary ranges for the Classifications of: Senior Civil Engineer, Chief of Surveys, Civil Engineer, Assistant Engineer, Engineering Technician, and Engineering Aide I/II/III as indicated in the following salary range tables, effective the pay period beginning July 22, 2017;
- b. Amend PPPR No. 98-394, Section A.9.10 "County Surveyor Pay Premium," to abolish the pay premium, as indicated below, for the County Surveyor effective the pay period beginning July 22, 2017;
- c. Appoint Michael K. Goetz, Professional Land Surveyor, to serve as County Surveyor; effective the pay period beginning July 22, 2017; and
- d. Direct the Human Resources Department to implement the changes in Advantage HRM System. . .

WHEREAS, the Resource Management Agency (RMA) requested that the Human Resources Department (HRD) conduct a wage study to compare Monterey County's engineering classifications with those of comparable agencies since the last study was conducted in 1985;

WHEREAS, salary alignment with comparable agencies is a critical component in Monterey County's ability to competitively attract, recruit, and retain qualified employees;

WHEREAS, based on an extensive review and analysis of the wage study, HRD recommends that all engineering classifications salaries, except that of the Traffic Engineer, be increased to effect salary alignment with the comparable agencies' salary mean, maintain an equitable salary spread, and ease potential compaction issues within the Monterey County engineering series as indicated;

WHEREAS, structural reorganization of the RMA, approved by the Board of Supervisors on July 26, 2016, made the Office of the County Surveyor appointive and abolished the classification of Public Works Director;

WHEREAS, a pay premium for performance of County Surveyor duties by staff other than the Public Works Director is no longer applicable with the deletion of the classification of Public Works Director when the RMA reorganization was approved;

WHEREAS, it is recommended that Mr. Michael K. Goetz, Professional Land Surveyor, be appointed to serve as County Surveyor for the County of Monterey as he is qualified to perform the duties of County Surveyor having been licensed by the State of California since

1987, and having worked for Monterey County in the capacity of Chief of Surveys since March 2012;

WHEREAS, the recommended action addresses the Board of Supervisors' Administration Strategic Initiative and demonstrates HRD's commitment to meeting the Board's initiative by attracting, recruiting, and retaining a diverse, talented work force that supports the mission of Monterey County; and

WHEREAS, approval of these recommendations provides for alignment of the salary ranges for the engineering classifications as indicated with comparable agencies; abolishment of a five-percent pay premium for performance of County Surveyor duties by staff other than the Public Works Director; and appointment of Mr. Michael K. Goetz to serve as the County Surveyor.

NOW, THEREFORE, the Monterey County Board of Supervisors hereby resolves to approve the following:

- a. Amend and approve Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A to adjust the salary ranges for the classifications of: Senior Civil Engineer, Chief of Surveys, Civil Engineer, Assistant Engineer, Engineering Technician, and Engineering Aide I/II/III as indicated in the following salary range tables, effective the pay period beginning July 22, 2017;

Classification Title: Senior Civil Engineer												
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
\$48,841	\$51,528	\$54,361	\$57,351	\$60,505	\$63,530	\$66,707	41A22	2	OA	8810	X	E
\$3,907.31	\$4,122.20	\$4,348.91	\$4,588.09	\$4,840.42	\$5,082.44	\$5,336.56						
\$8,466	\$8,931	\$9,423	\$9,941	\$10,488	\$11,012	\$11,563						

* Provided for informational purposes only

Classification Title: Chief of Surveys												
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
\$45,855	\$48,377	\$51,037	\$53,844	\$56,805	\$59,646	\$62,628	41A87	6	P	9410	X	E
\$3,668.39	\$3,870.14	\$4,082.98	\$4,307.53	\$4,544.44	\$4,771.66	\$5,010.24						
\$7,948	\$8,385	\$8,846	\$9,333	\$9,846	\$10,339	\$10,856						

* Provided for informational purposes only

Classification Title: Civil Engineer												
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
\$40,457	\$42,682	\$45,030	\$47,506	\$50,119	\$52,625	\$55,256	41A20	6	P	8810	X	E
\$3,236.58	\$3,414.58	\$3,602.37	\$3,800.49	\$4,009.51	\$4,209.98	\$4,420.48						
\$7,013	\$7,398	\$7,805	\$8,234	\$8,687	\$9,122	\$9,578						

* Provided for informational purposes only

Classification Title: Assistant Engineer												
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
\$31,809	\$33,559	\$35,405	\$37,352	\$39,406	\$41,376	\$43,445	41A10	6	P	8810	F	N
\$2,544.76	\$2,684.71	\$2,832.36	\$2,988.13	\$3,152.47	\$3,310.10	\$3,475.60						
\$5,514	\$5,817	\$6,137	\$6,474	\$6,830	\$7,172	\$7,530						

* Provided for informational purposes only

Classification Title: Engineering Technician												
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
\$25,787	\$27,206	\$28,702	\$30,280	\$31,946	\$33,543	\$35,220	43A23	13	T	8810	J	N
\$2,062.98	\$2,176.44	\$2,296.14	\$2,422.42	\$2,555.65	\$2,683.43	\$2,817.60						
\$4,470	\$4,716	\$4,975	\$5,249	\$5,537	\$5,814	\$6,105						

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Classification Title: Engineering Aide III												
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
\$23,416	\$24,704	\$26,062	\$27,496	\$29,008	\$30,458	\$31,981	43A22	13	T	8810	J	N
\$1,873.26	\$1,976.29	\$2,084.98	\$2,199.64	\$2,320.62	\$2,436.65	\$2,558.48						
\$4,059	\$4,282	\$4,517	\$4,766	\$5,028	\$5,279	\$5,543						

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Classification Title: Engineering Aide II												
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
\$21,104	\$22,264	\$23,489	\$24,780	\$26,143	\$27,450	\$28,823	43A21	14	T	8810	J	N
\$1,688.28	\$1,781.14	\$1,879.09	\$1,982.44	\$2,091.47	\$2,196.04	\$2,305.84						
\$3,658	\$3,859	\$4,071	\$4,295	\$4,532	\$4,758	\$4,996						

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Classification Title: Engineering Aide I												
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
\$19,025	\$20,071	\$21,175	\$22,340	\$23,568	\$24,747	\$25,984	43A01	14	T	8810	J	N
\$1,521.99	\$1,605.70	\$1,694.01	\$1,787.17	\$1,885.46	\$1,979.73	\$2,078.72						
\$3,298	\$3,479	\$3,670	\$3,872	\$4,085	\$4,289	\$4,504						

* Provided for informational purposes only

- b. Amend PPPR No. 98-394, Section A.9.10 "County Surveyor Pay Premium," to abolish the pay premium for the County Surveyor, as indicated, below, effective the pay period beginning July 22, 2017;

A.9.10 County Surveyor Pay Premium (DELETED)

- c. Appoint Michael K. Goetz, Professional Land Surveyor, to serve as County Surveyor, effective the pay period beginning July 22, 2017; and
- d. Direct HRD to implement changes in Advantage HRM System.

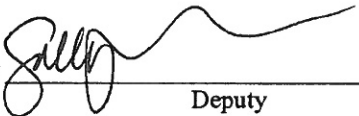
PASSED AND ADOPTED upon motion of Supervisor Phillips, seconded by Supervisor Salinas and carried this 18th day of July 2017, by the following vote, to wit:

AYES: Supervisors Alejo, Phillips, Salinas, Parker and Adams
NOES: None
ABSENT: None

I, Gail T. Borkowski, 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 80 for the meeting on July 18, 2017.

Dated: July 20, 2017
File Number: 17-0728

Gail T. Borkowski, Clerk of the Board of Supervisors
County of Monterey, State of California

By  _____
Deputy