

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

Resolution No.:

Adopted Resolution No. 21- to:

- a. Amend the Treasurer-Tax Collector Revenue Division Budget Unit 1170-8264-001-TRE001 to reallocate one (1.0) vacant Accounting Clerical Supervisor to one (1.0) Accountant III; and
- b. Direct the County Administrative Office and the Auditor-Controller to incorporate the approved changes in the FY 2020-21 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system.

WHEREAS, the department of Treasurer-Tax Collector is comprised of three distinctive functional areas: Property Tax, Revenue Division, and Treasury; and

WHEREAS, the Treasurer-Tax Collector is reorganizing and streamlining management functions in the Revenue Division; and

WHEREAS, it has been determined that reallocation of the vacant Accounting Clerical Supervisor to Accountant III more appropriately addresses expanded cashiering and customer service functions of the Office of the Treasurer-Tax Collector and Revenue Division collections and reporting requirements of the Comprehensive Collections Program (CCP) in compliance with Penal Code Section 1463.007 and the Court/County Memorandum of Understanding (MOU) with the local Superior Court; and

WHEREAS, management reorganization in the Revenue Division adjusts management-level functions specific to Division requirements, more evenly distributing workload and management oversight, increasing backup, and enhancing internal growth opportunities and succession planning; and

WHEREAS, the Human Resources Department reviewed and approved the request to classify the vacant Accounting Clerical Supervisor position and concurs with the recommended reallocation;

NOW THEREFORE, BE IT RESOLVED THAT the Board of Supervisors in and for the County of Monterey does hereby:

- a. Amend the Treasurer-Tax Collector Revenue Division Budget Unit 1170-8264-001-TRE001 to reallocate one (1.0) vacant Accounting Clerical Supervisor to one (1.0) Accountant III as indicated below:

	Class	Current	FTE	Revised
Classification	Code	FTEs	Change	FTEs
Accounting Clerical Supervisor	80J20	1.0	(1.0)	0.0
Accountant III	20B12	0.0	1.0	1.0

- b. Directs the County Administrative Office and the Auditor-Controller to incorporate the approved position changes in the FY 2020-21 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system.

PASSED AND ADOPTED on this ____ day of _____, 2021, by the following vote, to-wit:

AYES:

NOES:

ABSENT:

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

By _____
, Deputy