



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: RES 14-014, **Version:** 1

Adopt a Resolution to:

- a. Amend pay scales approved December 10, 2013, effective December 14, 2013, for the Assistant Assessor-Valuation and Assistant County Clerk/Recorder to include the omitted 3.5% wage increase separately approved by the Board of Supervisors on December 10, 2013, that was effective November 16, 2013, (Board Resolution 13-361) for these positions;
- b. Adjust the salary range for Assistant Assessor-Valuation (12A15) and Assistant County Clerk/Recorder (12A05) as shown in Attachment A, effective December 14, 2013, to take into account the action by Board Resolution 13-361;
- c. Direct Human Resources to implement the changes in the Advantage HRM system.

RECOMMENDATION:

It is recommended that the Board of Supervisors take the following actions:

- a. Amend pay scales approved December 10, 2013, effective December 14, 2013, for the Assistant Assessor-Valuation and Assistant County Clerk/Recorder to include the omitted 3.5% wage increase separately approved by the Board of Supervisors on December 10, 2013, that was effective November 16, 2013, (Board Resolution 13-361) for these positions;
- b. Adjust the salary range for Assistant Assessor-Valuation (12A15) and Assistant County Clerk/Recorder (12A05) as shown in Attachment A, effective December 14, 2013, to take into account the action by Board Resolution 13-361;
- c. Direct Human Resources to implement the changes in the Advantage HRM system.

SUMMARY/DISCUSSION:

In 2013 the County of Monterey conducted a base compensation study for the classifications of Assistant Assessor-Valuation and Assistant County Clerk/Recorder positions in the Assessor-County Clerk/Recorder's Office. These classifications had not been updated since 1995/1996. Updated classification specifications were created and the compensation study was completed on August 12, 2013. The study found that the Assistant Assessor-Valuation was 4.74% below the mean maximum base salary and the Assistant County Clerk/Recorder was 13.53% below the mean maximum base salary. That study did not take into account the unknown and yet to be approved 3.5% PERS pay/swap. A Board Report was submitted to the Board of Supervisors for the respective salary adjustments and was approved on December 10, 2013.

On December 10, 2013, the Board of Supervisors separately approved a wage increase of 3.5% for Y unit employees, to be effective November 16, 2013, as part of the transfer of 3.5% employee share of the PERS contribution to the employees. Separately and independently, also on December 10, 2013, the parity adjustment

-matter was processed and approved by the Board of Supervisors without taking the PERS payment adjustment into account. At this time, it is requested that the salary range for Assistant Assessor-Valuation (12A15) and Assistant County Clerk/Recorder (12A05) be amended to reflect the December 10, 2013, effective November 16, 2013, Board action, as shown in Attachment A, to be effective December 14, 2013, to accurately reflect the cumulative impact of each of these recent Board actions.

OTHER AGENCY INVOLVEMENT:

The Human Resources Department is aware of this request to the Board. County Counsel has approved to form.

FINANCING:

There are sufficient appropriations in the Assessor's FY 2013-2014 Adopted Budget (1180-ACR001-8003) and the County Clerk/Recorder's FY 2013-2014 Adopted Budget (1180-ACR002-8004) for the recommended action. This action will result in an increased salary and benefit costs of approximately \$14,514 for the remainder of FY 2013-2014. Total annual increased expenditures are estimated to be in the amount of \$28,170. There is no impact to the General Fund due to salary savings in the current budget approved positions. Future years forecasted budgets sustain increased costs.

Prepared by:

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Date: _____

Date: _____

Attachments:
Exhibit A
Resolution