



# County of Monterey

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

## Board Report

**File #:** 17-0964, **Version:** 1

- a. Amend Section A.10.3 Expense Allowance of the Personnel Policies and Practices Resolution (PPPR) No. 98-394, to reduce the expense allowance received by elected department heads as indicated in Attachment A;
- b. Amend Personnel Policies and Practices Resolution No. 98-394 Appendix A to increase the base annual rate of the Assessor-County Clerk-Recorder, Auditor-Controller, District Attorney, Sheriff and Treasurer-Tax Collector classifications in the amount equal to the decrease of the expense allowance as indicated in the attached Resolution; and
- c. Authorize the Auditor-Controller and direct the Human Resources Department to implement the changes in the Advantage HRM/Payroll System.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Amend Section A.10.3 Expense Allowance of the Personnel Policies and Practices Resolution (PPPR) No. 98-394, to reduce the expense allowance received by elected department heads as indicated in Attachment A; and
- b. Amend Personnel Policies and Practices Resolution No. 98-394 Appendix A to increase the base annual rate of the Assessor-County Clerk-Recorder, Auditor-Controller, District Attorney, Sheriff and Treasurer-Tax Collector classifications in the amount equal to the decrease of the expense allowance as indicated in the attached Resolution; and
- c. Authorize the Auditor-Controller and direct the Human Resources Department to implement the changes in the Advantage HRM/Payroll System.

### SUMMARY/DISCUSSION:

Section A.10.3 Expense Allowance of the Personnel Policies and Practices Resolution (PPPR) No. 98-394 provides that the monthly expense allowance for incumbents of elected department head classes shall be two hundred sixty-two dollars and fifty cents (\$262.50). The monthly expense allowance for incumbents of department head classes is fifty-four dollars and seventeen cents (\$54.17). In the continued effort to standardize and decrease the many special pay practices in the County, it is recommended the expense allowance for elected department heads be decreased to the same amount as classes identified in Section A.10.1 Department Heads Designated and the difference be added to the base annual rate of the Assessor-County Clerk-Recorder, Auditor-Controller, District Attorney, Sheriff, and Treasurer-Tax Collector classifications as indicated below:

|                                 | ANNUAL<br>FROM | ANNUAL<br>TO |
|---------------------------------|----------------|--------------|
| Assessor Clerk-Recorder (11B01) | \$206,705.54   | \$209,205.50 |
| Auditor-Controller (10B02)      | \$206,705.54   | \$209,205.50 |
| District Attorney (10B04)       | \$255,929.59   | \$258,429.55 |
| Sheriff (10B05)                 | \$241,327.05   | \$243,827.01 |
| Treasurer-Tax Collector (10B06) | \$206,705.54   | \$209,205.50 |

It is therefore recommended your Board approve the recommended actions.

OTHER AGENCY INVOLVEMENT:

The County Administrative Office concurs with these recommendations.

FINANCING:

The increase in salary is offset by the decrease in the expense allowance and will result in an additional CalPERS employer contribution cost of approximately \$340 annually per department and will be absorbed within their FY 2017-18 Budgets.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The proposed action will provide for the continuation of standardized pay practices in Monterey County.

☐ Economic Development  
☒ Administration  
☐ Health & Human Services  
☐ Infrastructure  
☐ Public Safety

Prepared By: Kim Moore, Assistant Director of Human Resources, 755-5353

Approved By: Irma Ramirez-Bough, Director of Human Resources, 755-5043

Attachments: Resolution  
Attachment A

cc: Lew Bauman, County Administrative Officer  
Michael Miller, Auditor-Controller  
Charles McKee, County Counsel  
Dewayne Woods, Assistant County Administrative Officer  
Steve Bernal, Sheriff  
Steve Vagnini, Assessor, County Clerk-Recorder  
Mary Zeeb, Treasure-Tax Collector