



# County of Monterey

**Item No.**

## Board Report

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

**Legistar File Number: 26-237**

**March 24, 2026**

**Introduced:** 3/12/2026

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** General Agenda Item

Approve and authorize advanced step placement for Kristina Parson at Step 5 of the Assistant Treasurer-Tax Collector salary range, effective April 4, 2026, in accordance with Personnel Policies and Practices Resolution No. 98-394, Sections A.1.11.1, A.1.11.5, and A.5.1.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

Approve and authorize advanced step placement for Kristina Parson at Step 5 of the Assistant Treasurer-Tax Collector salary range, effective April 4, 2026, in accordance with Personnel Policies and Practices Resolution No. 98-394, Sections A.1.11.1, A.1.11.5, and A.5.1.

### SUMMARY:

The Treasurer-Tax Collector requests the Board of Supervisors' approval to appoint Kristina Parson, current Chief Deputy Treasurer-Tax Collector, to the position of Assistant Treasurer-Tax Collector with placement at Step 5 of the salary range, effective April 4, 2026. Ms. Parson has ten years of leadership experience within the department and has led the development of several County revenue programs. The recommended step placement is consistent with the Personnel Policies and Practices Resolution governing promotional salary adjustments.

### DISCUSSION:

The Treasurer-Tax Collector is seeking Board of Supervisors' approval to appoint Kristina Parson to Assistant Treasurer-Tax Collector at Step 5 of the salary range, effective April 4, 2026. Ms. Parson currently serves as Chief Deputy Treasurer-Tax Collector and has agreed to accept the position, subject to approval of advanced step placement by the Board of Supervisors.

Pursuant to provisions of the Personnel Policies and Practices Resolution (PPPR) No. 98-394, Sections A.1.11.1 and A.1.11.5, authorization for placement in Unit Y classifications at an advanced step above Step 3 may be requested from the Board of Supervisors to appropriately compensate an employee based on relevant experience, knowledge, skills, and demonstrated leadership.

Additionally, PPPR Section A.5.1 - Salary on Change to Higher Class establishes that the salary of an employee promoted to a classification with a higher salary range shall be adjusted to the first step of the new range or to the next higher step that provides a minimum five percent (5%) salary increase. The policy further states that it is the intent of the Board of Supervisors that employees receive an increase of not less than five percent (5%) or Step 5, whichever is less, as a result of a promotion or reclassification to a higher salary range. Consistent with this policy framework and Ms. Parson's qualifications and experience, placement at Step 5 is recommended.

Ms. Parson holds a bachelor's degree in political science from Sonoma State University and a Juris Doctor from the University of the Pacific, McGeorge School of Law. She has served the County of Monterey Treasurer-Tax Collector's Office for ten years in progressively responsible leadership roles, currently as Chief Deputy Treasurer-Tax Collector overseeing the Tax Division.

During her tenure, Ms. Parson has led the development of several major County revenue programs, including the cannabis tax, transient occupancy tax, and business license programs, and oversees complex compliance and revenue administration functions supporting the department's property tax collection responsibilities. Her legal training, program development experience, and extensive institutional knowledge of County revenue programs make her well qualified to assume the responsibilities of the Assistant Treasurer-Tax Collector.

In recognition of her experience, education, leadership within the department, and the salary placement provisions outlined in the Personnel Policies and Practices Resolution, advanced step placement at Step 5 is recommended.

**OTHER AGENCY INVOLVEMENT/COMMITTEE ACTIONS:**

Treasurer-Tax Collector Human Resources, the County Administrative Office, and County Counsel have reviewed and concur with this recommendation.

**FINANCING:**

There is no financial impact to the General Fund as a result of this action. Funding for the Assistant Treasurer-Tax Collector position is included in the Fiscal Year 2025-26 Treasurer-Tax Collector's Adopted Budget.

**BOARD OF SUPERVISORS STRATEGIC PLAN GOALS:**

Mark a check to the related Board of Supervisors Strategic Plan Goals:

- Well-Being and Quality of Life
- Sustainable Infrastructure for the Present and Future
- Safe and Resilient Communities
- Diverse and Thriving Economy
- Dynamic Organization and Employer of Choice

If does not fall under any of the above Board of Supervisors Strategic Plan Goals (Other):

Administrative

The recommended action supports the Board of Supervisors Administrative Strategic Initiative, promoting efficient and effective management of County operations and supporting the recruitment and retention of a talented workforce that serves the residents of Monterey County.

Link to the Strategic Plan:

<https://www.countyofmonterey.gov/home/showdocument?id=139569>

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