

Attachment H. County Clerk – Recorder Fee Study (Monterey County)

Fee Study for County Clerk-Recorder / Budget Unit 291			
September 2023			
Employees			
Position	Annual Salary at Step 7	Benefit Package Average 50%	Total Cost
Assistant Clerk Recorder	\$154,176.00	\$77,088.00	\$231,264.00
BTA I	\$98,772.00	\$49,386.00	\$148,158.00
Finance Manager I	\$125,856.00	\$62,928.00	\$188,784.00
Accountant I	\$76,488.00	\$38,244.00	\$114,732.00
Management Analyst I	\$96,660.00	\$48,330.00	\$144,990.00
Office Assistant II	\$56,304.00	\$28,152.00	\$84,456.00
Office Assistant III	\$61,608.00	\$30,804.00	\$92,412.00
Photocopyist	\$55,368.00	\$27,684.00	\$83,052.00
Supervising OA II	\$83,112.00	\$41,556.00	\$124,668.00

County Clerk- Recorder - Additional Costs (FY 2022-2023)				
Dept Overhead	\$534,616.00	16 budgeted positions	Per Employee	\$33,413.50
Total Services and Supplies	\$755,939.00	16 budgeted positions	Per Employee	\$47,246.19

EE Cost + Overhead and Services/Supplies	
Assistant Clerk Recorder	\$311,923.69
BTA I	\$228,817.69
Finance Manager I	\$269,443.69
Accountant I	\$195,391.69
Management Analyst I	\$225,649.69
Office Assistant II	\$165,115.69
Office Assistant III	\$173,071.69
Photocopyist	\$163,711.69
Supervising OA II	\$205,327.69

Employee Cost in Minute Increments (by Position)				
Total Employee cost / productive minutes	Per 1/4 hour	Per 1/2 hour	Per hour	
Assistant Clerk Recorder	\$3.45	\$51.72	\$103.45	\$206.89
BTA I	\$2.28	\$34.22	\$68.43	\$136.87
Finance Manager I	\$2.93	\$43.89	\$87.78	\$175.55
Accountant I	\$2.06	\$30.90	\$61.79	\$123.59
Management Analyst I	\$2.45	\$36.76	\$73.52	\$147.03
Office Assistant II	\$1.68	\$25.17	\$50.34	\$100.68
Office Assistant III	\$1.78	\$26.63	\$53.27	\$106.54
Photocopyist	\$1.72	\$25.82	\$51.63	\$103.27
Supervising OA II	\$2.23	\$33.40	\$66.80	\$133.59