



# Mendocino County

## Legislation Details (With Text)

**File #:** 17-1180      **Version:** 1      **Name:**  
**Type:** Resolution      **Status:** Adopted  
**File created:** 12/12/2017      **In control:** Executive Office  
**On agenda:** 12/18/2017      **Final action:**  
**Title:** Discussion and Possible Adoption of a Resolution Setting Mendocino County Elected Department Heads Compensation for the Auditor-Controller, Assessor-Clerk Recorder and Treasurer-Tax Collector; and Setting Elected Officials Compensation for the District Attorney and Sheriff, to Take Effect December 31, 2017  
(Sponsors: Executive Office and Human Resources)  
**Sponsors:** Human Resources  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. Resolution 17-189, 2. 12-15-17 Other Elected Salary - worksheet REVISED.pdf, 3. 12-18-17 Salary Chart

Date	Ver.	Action By	Action	Result
12/18/2017	1	Board of Supervisors		

**To: Board of Supervisors**

**From:** Executive Office and Human Resources

**Meeting Date:** December 18, 2017

**Department Contact:** Carmel Angelo

**Phone:** 463-4441

**Department Contact:** Heidi Dunham

**Phone:** 234-6600

**Item Type:** Regular Agenda

**Time Allocated for Item:** 30 minutes

**Agenda Title:**

Discussion and Possible Adoption of a Resolution Setting Mendocino County Elected Department Heads Compensation for the Auditor-Controller, Assessor-Clerk Recorder and Treasurer-Tax Collector; and Setting Elected Officials Compensation for the District Attorney and Sheriff, to Take Effect December 31, 2017  
(Sponsors: Executive Office and Human Resources)

**Recommended Action/Motion:**

Adopt Resolution setting Mendocino County Elected Department Heads compensation for the Auditor-Controller, Assessor-Clerk Recorder and Treasurer-Tax Collector; and setting Mendocino County Elected Officials compensation for the District Attorney, Sheriff, to take effect December 31, 2017, and authorize Chair to sign same.

**Previous Board/Board Committee Actions:**

On January 12, 2010, the Board adopted Resolution 10-009 setting salaries, terms and conditions of employment for countywide elected officials. On December 8, 2015, the Board adopted Resolution 15-172 establishing salaries of the Auditor Controller, Assessor-Clerk Recorder, and Auditor. On December 8, 2015

the Board adopted 15-178 establishing salaries of the District Attorney and the Sheriff.

**Summary of Request:**

The positions of Auditor-Controller, Treasurer-Tax Collector, Assessor-Clerk Recorder, District Attorney and Sheriff are up for election in 2018 and historically run unopposed. It is imperative that salaries for our elected positions are competitive with other counties and the private sector in order to attract the most qualified candidates.

Currently, elected department head and elected official salaries are reviewed by the Board of Supervisors bi-annually. The last salary review and resulting salary increases occurred in December 2015.

Due to recent salary grade adjustments and negotiated salary increases in the Department Head bargaining unit, the elected department heads are no longer in alignment with other County department heads. In addition, salary grade adjustments for several assistant department heads have caused significant compaction with the elected department head salaries.

Assessor-Clerk-Recorder - Prior to October 3, 2017, this position was aligned with the Chief Probation Officer, Human Resources Director, and Director of Planning and Building Services; to maintain department head alignment, this position should mirror the same salary grade. In addition, the salary grade of the Assistant Assessor is currently only 5.47% below the elected Assessor-Clerk-Recorder. We recommend aligning the salary as it had been previously, with similarly situated department heads to maintain internal alignment.

Treasurer-Tax Collector - Prior to October 3, 2017, this position was at a salary grade 5% below the aforementioned department heads; the expanded duties of taking over the Court Collections Division seven (7) years ago, as well as new responsibilities with the implementation and oversight relating to the collection of cannabis-related taxes and fees, justify this position to be in alignment with the aforementioned department head positions. In addition, the salary grade of the Assistant Treasurer-Tax Collector is currently only .73% below the elected Treasurer-Tax Collector. We recommend aligning the salary with similarly situated department heads to maintain internal alignment.

Auditor-Controller - Prior to October 3, 2017, this position was at a salary grade 10% higher than the Assessor-Clerk-Recorder, Chief Probation Officer, Human Resources Director, and Director of Planning and Building Services and 15% higher than the Treasurer-Tax Collector. The salary grade of the Assistant Auditor is currently 12.04% below the elected Auditor-Controller. Based on information collected in the salary study, and to maintain internal alignment, we recommend a 5% salary increase.

District Attorney and Sheriff - To maintain alignment with department heads, a 5% salary adjustment is recommended for the District Attorney. In addition, we recommend aligning the Sheriff's salary with the District Attorney as it was prior to de-linking from the Department Heads bargaining unit in 2013.

To address internal alignment and compaction with assistant department heads, recommended salaries are as follows:

Title	Current	Recommended
Treasurer-Tax Collector	\$103,692	\$127,171
Assessor-Clerk Recorder	\$108,888	\$127,171
Auditor-Controller	\$120,048	\$133,530
Sheriff	\$132,384	\$153,569
District Attorney	\$146,256	\$153,569

On November 5, 2013, the elected Department Heads were de-linked from the Department Head Bargaining

Unit; this continues to create significant alignment issues as noted above. We recommend the elected department heads, Sheriff and District Attorney once again be linked to the Department Head Bargaining Unit in order to prevent alignment issues from occurring in the future.

**Alternative Action/Motion:**

Do not adopt resolution and provide additional direction to staff.

**Supplemental Information Available Online at:** n/a

**Fiscal Impact:**

**Source of Funding:** Affiliated budget units

**Current F/Y Cost:** Refer to attached documentation

**Budgeted in Current F/Y:** No

**Annual Recurring Cost:** Refer to attached documentation

**Supervisory District:** All

**Vote Requirement:** Majority

**Agreement/Resolution/Ordinance Approved by County Counsel:** Yes

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**CEO Liaison:** Janelle Rau, Deputy CEO

**CEO Review:** Yes

**CEO Comments:**

**FOR COB USE ONLY**

Executed By: Karla Van Hagen

Date: December 22, 2017

**Note to Department:** Amendment: Change previous action date to January, 5, 2010; correcting Auditor salary to \$138,055; & linking 5 elected officers with Department Head salary increases).

Final Status: **ADOPTED WITH MODIFICATIONS**

Executed Item No.: **Resolution** Number: 17-189

