



# Mendocino County

## Legislation Text

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File #: 21-0360, Version: 1

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**To:** Board of Supervisors

**From:** Human Resources

**Meeting Date:** May 25, 2021

**Department Contact:** William Schurtz

**Phone:** 234.6600

**Department Contact:** Juanie Cranmer

**Phone:** 234.6600

**Item Type:** Consent Agenda

**Time Allocated for Item:** N/A

**Agenda Title:**

Adoption of Resolution Authorizing Salary Revision of Deputy Treasurer Tax Collector from Salary No. 2282 to Salary No. 2479 and Amending Position Allocation Table for Budget Units 1130 and 2012 Accordingly

**Recommended Action/Motion:**

Adopt Resolution revising the salary of Deputy Treasurer Tax Collector from Salary No. 2282 to Salary No. 2479 and amending Position Allocation Table for Budget Units 1130 and 2012 accordingly; and authorize Chair to sign same.

**Previous Board/Board Committee Actions:**

On June 23, 2020, the Board of Supervisors adopted the Master Position Allocation Table for the FY 2020-2021 Budget, Resolution Number 20-079.

**Summary of Request:**

The Human Resources Department is charged, as part of the overall maintenance of the classification and compensation plan, to evaluate current classifications, create new classifications (including appropriate salary levels), reclassify positions, examine requests for salary grade adjustments, analyze allocations, and make recommendations for additions, modifications, and corrections.

During the course of the Compensation Study (Koff and Associates), a new classification of Senior Revenue Recovery Specialist was created and adopted by the Civil Service Commission and Board of Supervisors in May, 2019. During the creation of this classification the compaction that was created by positioning the senior level classification between the existing Revenue Recovery Specialist and the (supervising) Deputy Treasurer Tax Collector, was not addressed. The intent of this agenda item to revise the salary of the Deputy Treasurer Tax Collector to be 15% above the Senior Revenue Recovery Specialist it supervises from its current salary of \$48,880.00 - \$59,384.00/annually to \$53,518.40 - \$65,062.40/annually. This is approximately a 9.5% increase over current pay of Deputy Treasurer Tax Collector.

The current year fiscal impacts shown below reflect the increased salary, including cost of benefits, for two (2) incumbents in Budget Unit 1130 - Treasurer Tax Collector, and Budget Unit 2012 - Court Collections. The annual recurring costs shown below reflect the salary, including the cost of benefits, for two (2) incumbents.

**Alternative Action/Motion:**

Do not adopt recommendations and direct staff to study alternatives.

**Supervisory District:** All

**vote requirement:** Majority

**Supplemental Information Available Online At:** N/A

**Fiscal Details:**

**source of funding:** Budget Units 1120 and 2012

**current f/y cost:** \$2,230. *Increase*

**annual recurring cost:** \$220,562

**budget clarification:** Annual recurring cost is for two positions.

**budgeted in current f/y:** Yes

**if no, please describe:**

**revenue agreement:** N/A

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

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**CEO Liaison:** Executive Office

**CEO Review:** Yes

**CEO Comments:**

**FOR COB USE ONLY**

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Executed By: Atlas Pearson, Deputy Clerk I

Date: May 28, 2021

Final Status: Adopted

Executed Item Type: Resolution Number: 21-071

