



Board Agenda Item 48

DATE: December 17, 2024
TO: Board of Supervisors
SUBMITTED BY: Hollis Magill, Director of Human Resources
SUBJECT: Salary Resolution Amendment - Assessor-Recorder

RECOMMENDED ACTION(S):

Approve Amendment to the Salary Resolution establishing the Deputy Assessor and Deputy Recorder classifications by adding one (1) Deputy Recorder to Org 1048, and laterally reclassifying one (1) Assistant Assessor-Recorder position from Org 0420 to Deputy Assessor within the Assessor-Recorder's Office, effective December 23, 2024, as reflected in Appendix "D".

There is an increase of \$135,014 in Net County Cost (NCC) associated with the recommended action. Approval of the recommended action establishes the Deputy Assessor and Deputy Recorder classifications, placing one Deputy Recorder position within the Assessor-Recorder's Office, and laterally reclassifying the Assistant Assessor-Recorder classification to the new Deputy Assessor role in Org 0420. Additionally, it aligns allocations across each budget org of the Assessor-Recorder's Office for a total of zero net position adds.

ALTERNATIVE ACTION(S):

If your Board were not to approve the recommended actions, the classifications in the Assessor-Recorder's Office will remain unchanged.

FISCAL IMPACT:

There is an increase of \$135,014 in NCC associated with the recommended action. The total estimated cost for FY 2024-25 is approximately \$110,970; \$69,911 of which is NCC. Sufficient appropriations will be included in the Assessor-Recorder's Office 2025-26 budget request.

DISCUSSION:

At the direction of your Board, approval of the recommended action would create two new classifications, Deputy Assessor and Deputy Recorder, and establish two corresponding positions within the Assessor-Recorder's Office. This action would laterally reclassify the current Assistant Assessor-Recorder classification and its incumbent to Deputy Assessor in Org 0420 and allocate one (1) Deputy Recorder in Org 1048, strengthening departmental executive oversight. To align resources effectively, the Departmental Business Manager position will be moved from Assessor Org 0420 and placed in combination with similar fiscal positions in Recorder Org 1048, to result in zero net position additions in the department.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Salary Resolution Amendment - Appendix "D"

CAO ANALYST:

Paige Benavides