



COUNTY OF HUMBOLDT

For the meeting of: 8/20/2019

File #: 19-1160

To: Board of Supervisors

From: Assessor

Agenda Section: Consent

SUBJECT:

Approve Unfreezing 2.0 Full-Time Equivalent (FTE) Principal Appraiser Positions in Budget Unit 113
(4/5 Vote Required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the unfreezing of 2.0 FTE Principal Appraiser positions (class 0656, salary range 433, position 01 and 02), effective immediately (4/5 vote required).

SOURCE OF FUNDING:

General Fund

DISCUSSION:

The Principal Appraiser positions were created in 2016 as part of the Assessor's Office reorganization plan. Unfortunately, these positions could not be filled in 2016. The Principal Appraiser positions are not supervisory positions but lead appraisers that can assist less experienced Appraisers and Appraisal Technicians.

The Principal Appraisers will continue working on property tax appraisals, but would be focused on more complex residential, commercial, and industrial appraisals. The Assessor would like to complete the reorganization plan and unfreeze the Principal Appraiser positions. The Principal Appraiser positions will be filled by department promotion only.

Once the recruitment process for the Principal Appraiser positions is completed, one Appraiser position will be frozen and the other Appraiser position will be filled through an open recruitment.

FINANCIAL IMPACT:

The allocation of the two Principal Appraiser positions and one Appraiser position will increase the Assessor's Office salary and benefit costs by approximately \$85,483. These additional salary and benefit costs were calculated and included in the budget approved by the Board of Supervisors for

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fiscal year 2019-2020.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by managing our resources to ensure sustainability of services and investing in County employees.

OTHER AGENCY INVOLVEMENT:

None.

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to approve the funding of the two frozen Principal Appraiser positions, however, this is not recommended as it would create a negative impact on the Assessor's Office ability to meet its obligation to the public.

ATTACHMENTS:

None.

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A