



Office of Assessor

---

DAN SCHLUETER, *Assessor*  
Lassen County Courthouse  
220 South Lassen Street, Suite 4  
Susanville, CA 96130

(530) 251-8241  
FAX (530) 251-8245

**SUBJECT:** Hiring of extra help

**DEPARTMENT:** Lassen County Assessor's Office

**DATE:** March 17, 2015

**PURPOSE**

The purpose of this memo is to ask for the Board of Supervisors approval in adopting the accompanying Resolution which allows me to hire retired Assessor Ken Bunch as an extra help employee as soon as possible. County Assessors are statutorily required to, as of the end of June each year, "turn in", under penalty of perjury, a completed Property tax roll. Due to staff turnover, the training of new staff, and an increased work load, our office has fallen behind. Hiring Mr. Bunch, a recent retiree with over 35 years of experience would immediately help us get back on pace and allow us to meet our obligations of turning over the tax roll in a timely fashion without possible ramifications.

A handwritten signature in black ink, appearing to read "Dan Schlueter".

Dan Schlueter  
Lassen County Assessor

RESOLUTION NO. \_\_\_\_\_

RESOLUTION OF THE BOARD OF SUPERVISORS  
OF THE COUNTY OF LASSEN, STATE OF CALIFORNIA

WHEREAS, in compliance with Government Code section 7522.56 Lassen County must provide CalPERS this certification resolution when hiring a retiree before 180 days has passed since his or her retirement date; and

WHEREAS, Kenneth Bunch retired from Lassen County in the position of County Assessor, effective November 3, 2014; and

WHEREAS, section 7522.56 requires that post-retirement employment commence no earlier than 180 days after the retirement date, which is May 3, 2015 without this certification resolution; and

WHEREAS, section 7522.56 provides that this exception to the 180 day wait period shall not apply if the retiree accepts any retirement-related incentive; and

WHEREAS, Lassen County and Kenneth Bunch certify that Kenneth Bunch has not and will not receive a Golden Handshake or any other retirement-related incentive; and

WHEREAS, the Lassen County hereby appoints Kenneth Bunch as an extra help retired annuitant to perform the duties of Senior Appraiser for the Lassen County Assessor's Office under Government Code section 21224, effective March 23, 2015; and

WHEREAS, the entire employment agreement, contract or appointment document between Kenneth Bunch and Lassen County has been reviewed by this body and is attached herein; and

WHEREAS, no matters, issues, terms or conditions related to this employment and appointment have been or will be placed on a consent calendar; and

WHEREAS, the employment shall be limited to 960 hours per fiscal year; and

WHEREAS, the compensation paid to retirees cannot be less than the minimum nor exceed the maximum monthly base salary paid to other employees performing comparable duties, divided by 173.333 to equal the hourly rate; and

WHEREAS, the base salary for this position is \$4605 (monthly salary) and the hourly equivalent is \$26.57(hourly rate); and

WHEREAS, Kenneth Bunch has not and will not receive any other benefit, incentive, compensation in lieu of benefit or other form of compensation in addition to this hourly pay rate; and

NOW, THEREFORE, BE IT RESOLVED THAT ; THEREFORE, BE IT RESOLVED THAT the Lassen County hereby certifies the nature of the appointment of Kenneth Bunch as described herein and detailed in the attached employment agreement/contract/appointment document and that this appointment is necessary to fill the critically needed position of Senior Appraiser for the Lassen County Assessor's Office by March 23, 2015 because, due staffing turnover and increased workload, the statutory requirements of the Assessor's Office are behind schedule and likely will not be met at current staffing levels. Hiring Mr. Bunch, a recent retiree with over 35 years' experience would exponentially increase the chances of satisfying the state mandated deadline of turning over the tax-roll.

The foregoing Resolution was adopted at a regular meeting of the Board of Supervisors of the county of Lassen, State of California, held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
CHAIRMAN OF THE BOARD OF SUPERVISORS  
COUNTY OF LASSEN, STATE OF CALIFORNIA

ATTEST:  
JULIE BUSTAMANTE  
Clerk of the Board

BY: \_\_\_\_\_  
SUSAN OSGOOD, Deputy Clerk of the Board

I, SUSAN OSGOOD, Deputy Clerk of the Board of the Board of Supervisors, County of Lassen, do hereby certify that the foregoing resolution was adopted by the said Board of Supervisors at a regular meeting thereof held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Deputy Clerk of the County of Lassen  
Board of Supervisors