

## Walton County Department Agenda Request

Department Name: Human Resources

Department Head or Representative: Judge Wright

Meeting Date Request: February 11, 2025

Has this topic been discussed at past meetings? No

If so, when?

Topic: Associate Probate Judge/Staff Attorney

Wording for Agenda: Associate Probate Judge/Staff Attorney

This Request: Informational Purposes Only

Needs Action by Commissioners

What action are you seeking from the Commissioners?

Approval of Associate Probate Judge/Staff Attorney - No additional funds required.

Department Comments/Recommendation:

The former Chief Probate Court Clerk retired on September 8, 2024. The position has remained vacant resulting in additional funding availability confirmed by Finance.

Is additional documentation attached? Yes

Is review of this request or accompanying documentation by the County Attorney required? No

If so, has a copy of the documentation been forwarded to the County Attorney?

Date forwarded to the County Attorney:

Has the County Attorney review been completed?

If this request involves the expenditure of County funds, please answer the following:

Approved in current budget?

Budget information attached?

Comments:

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Purchasing Department Comments:

County Attorney Comments:

Chairman's Comments:

**Loaded Labor Rate - 2080 Annual Working Hours**

**Probate Court**

**New Position Associate Judge/Staff Attorney**

**Proposed Pay Grade: 23, Step 1**

Description	Cost	Pay Rate
Salary	\$78,998.17	\$37.98
FICA - SSA & Medicare (7.65% of Salary)	\$6,043.36	\$2.91
Work Comp (0.33% of Salary)	\$260.69	\$0.13
Unemployment Insurance (.17% of Salary)	\$134.30	\$0.06
Insurance (Family)	\$22,361.00	\$10.75
2004 DBP Retirement (5% of Salary)	\$3,949.91	\$1.90
401-A Retirement (2% of Salary)	\$1,579.96	\$0.76
401-A Retirement (2-3% Additional Match)	\$2,369.95	\$1.14
<b>Total</b>	<b>\$115,697.34</b>	<b>\$55.62</b>

**\*\*Already budgeted Probate Associate Judge Supplement will be in addition to this salary**

*\*\*The above calculations are estimates only and may not represent actual final totals.*

**Probate Court**

**Chief Probate Court Clerk - Retired 9/8/2024**

**Pay Grade: 19, Step 7**

Description	Cost	Pay Rate
Salary	\$64,837.48	\$31.17
FICA - SSA & Medicare (7.65% of Salary)	\$4,960.07	\$2.38
Work Comp (0.33% of Salary)	\$213.96	\$0.10
Unemployment Insurance (.17% of Salary)	\$110.22	\$0.05
Insurance (Family)	\$22,361.00	\$10.75
2004 DBP Retirement (5% of Salary)	\$3,241.87	\$1.56
401-A Retirement (2% of Salary)	\$1,296.75	\$0.62
401-A Retirement (2-3% Additional Match)	\$1,945.12	\$0.94
<b>Total</b>	<b>\$98,966.48</b>	<b>\$47.58</b>

**FULL YEAR Estimated Cost: \$16,730.86**