

POSITION ADJUSTMENT REQUEST

NO. 20682  
DATE 2/17/2009

Department Office of the Sheriff Department No. /  
Budget Unit No. 0255 Org No. 2530 Agency No. 25

Action Requested CANCEL one (1) Lieutenant (pos. #2908 -6XHA) and one (1) Captain (pos. #  
positions in the Field Operations Bureau - Patrol Division -Town of Danville  
-6XDA)

Proposed Effective Date February 14, 2009

Classification Questionnaire attached: Yes  No  Cost is within Department's budget: Yes  No

Total One-Time Costs (non-salary) associated with request: \$ 0

Estimated total cost adjustment (salary/benefits/one time):

Total annual cost \$ 38,761.77

Net County Cost \$ 0

Total this FY \$ 16,150.75

N.C.C. this FY \$ 0

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Costs will be paid by the Town of Danville

Department must initiate necessary adjustment and submit to CAO.  
Use additional sheet for further explanations or comments.

  
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

SENT VIA AGENDA QUICK 4/8/09  
TME

Deputy County Administrator \_\_\_\_\_ Date \_\_\_\_\_

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS \_\_\_\_\_ DATE \_\_\_\_\_

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic/Exempt salary schedule.

Effective:  Day following Action.

\_\_\_\_\_ (Date)

\_\_\_\_\_  
(for) Director of Human Resources

COUNTY ADMINISTRATOR RECOMMENDATION

\_\_\_\_\_  
Date

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: \_\_\_\_\_

\_\_\_\_\_  
(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment APPROVED  DISAPPROVED

John Cullen, Clerk of the Board of Supervisors  
and County Administrator

DATE April 21, 2009

BY 

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL/SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es)/position(s) as follows: