

POSITION ADJUSTMENT REQUEST

C.19
NO. 20768
DATE 1-19-10

Department County Administrator's Office Department No. / Budget Unit No. 0003 Org No. 1200 Agency No. 3

Action Requested CANCEL one Assistan County Administrator (ADB4), position #10293 and ADD one Chief Assistant County Administrator (ADB1)

Proposed Effective Date: 1/27/2010

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

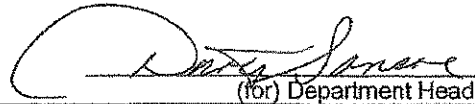
Total One-Time Costs (non-salary) associated with request: \$0.00

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

Total annual cost	\$ 47,557.00	Net County Cost	\$47,557.00
Total this FY	\$ 19,815.00	N.C.C. this FY	\$19,815.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Budgeted - General Fund

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


Deputy County Administrator 1/19/10
Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE _____

Add one (1) Chief Assistant County Administrator (ADB1) at salary level B85 2540 (13212.64) and Cancel one (1) Assistant County Administrator (ADB4) at salary level B85 2277 (10183.50-11227.31) position #10293.

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

Effective: ☒ Day following Board Action.
☐ _____ (Date)


(for) Director of Human Resources

COUNTY ADMINISTRATOR RECOMMENDATION

DATE 1/19/10

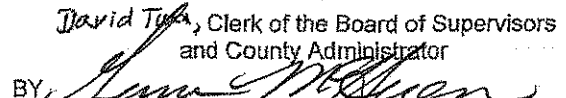
☒ Approve Recommendation of Director of Human Resources
☐ Disapprove Recommendation of Director of Human Resources
☐ Other: _____


(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment APPROVED ☒ DISAPPROVED ☐

DATE _____

David Tye, Clerk of the Board of Supervisors
and County Administrator
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: