

POSITION ADJUSTMENT REQUEST

NO. 21210
DATE 11/27/2012

Department Conservation and Development Department No./
Budget Unit No. 0280 Org No. 2616 Agency No. 38
Action Requested: CANCEL one (1) vacant Senior Transportation Planner (5AHB, position no. 467) and ADD one (1) full-time Planner III(5ATA) (represented) in the Department of Conservation and Development.

Proposed Effective Date: 12/11/2012Classification 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 (\$22,000.00) Net County Cost \$0.00Total this FY (\$12,833.00) N.C.C. this FY \$0.00SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Land development fees

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

VM for CK

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

TME

11/30/2012

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 12/3/2012

Add one (1) full-time Planner III (5ATA) (represented) at salary level ZA5 1694 (\$5,560-\$6,758) and cancel one (1) vacant Senior Transportation Planner (5AHB) (represented) position no. 471

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

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

TJC

12/3/2012

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 12/3/2012

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

TME

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ ~~DISAPPROVED~~ ☐

David J. Twa, Clerk of the Board of Supervisors
and County Administrator

DATE December 11, 2012

BY


Carrie Del Bonta

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: