

C.10

# POSITION ADJUSTMENT REQUEST

NO. 21401  
DATE 10/11/2013

Department Conservation & Development

Department No./  
Budget Unit No. 0280 Org No. 2601 Agency No. 38

Action Requested: Add one (1) full time Manager, Application and Permit Center (5PDB) (represented) at salary level ZA2 1622 (\$5,334 - \$7,537) and add one (1) full time Principal Structural Engineer (NCHA) (represented) at salary level ZA5 1962 (\$7,249- \$8,812); Freeze Sup. Structural Engineer position #957

Proposed Effective Date: 1/1/2014

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 \$306,000.00 Net County Cost \$0.00

Total this FY \$153,000.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT costs offset by fees & not filling

Engr Mgr position

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

/s/ Julie Enea

12/10/2013

Deputy County Administrator

Date

## HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 1/3/2014

Add one (1) full time Manager, Application and Permit Center (5PDB) (represented) at salary level ZA2 1622 (\$5,334 - \$7,537) and add one (1) full time Principal Structural Engineer (NCHA) (represented) at salary level ZA5 1962 (\$7,249- \$8,812).

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

Effective: ☒ Day following Board Action.

☐ \_\_\_\_\_(Date)

Ted Cwiek

1/3/2014

(for) Director of Human Resources

Date

## COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

1/6/2014

☒ Approve Recommendation of Director of Human Resources

☐ Disapprove Recommendation of Director of Human Resources

☐ Other: \_\_\_\_\_

/s/Julie Enea

(for) County Administrator

## BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ ~~DISAPPROVED~~ ☐

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

DATE January 14, 2014

BY June McQueen

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: