

C.47

## POSITION ADJUSTMENT REQUEST

NO. 21905  
DATE 8/10/2016

Department Conservation and Development Department No./  
Budget Unit No. 0280 Org No. 2606 Agency No. 38  
Action Requested: Add one (1) 40/40 Planning Technician II (51VB) (Represented) in the Department of Conservation and Development (DCD)

Proposed Effective Date: 9/1/2015

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 \$83,000.00

Net County Cost \$0.00

Total this FY \$70,000.00

N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Land development fund, offset by CDBG funds

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

VM for JK

\_\_\_\_\_  
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

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

\_\_\_\_\_  
Date

### HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 8/17/2016

Add one (1) full-time (40/40) Planning Technician II (51VB) (represented) position at salary plan and grade ZM5 1211 (\$3,839.72 - \$4,667.21) in the Department of Conservation and Development (DCD).

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

Effective: ☒ Day following Board Action.

☐ \_\_\_\_\_ (Date)

Lisa Lopez

8/17/2016

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

\_\_\_\_\_  
Date

### COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 9/1/2016

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

/s/ Julie DiMaggio 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 9-13-16

BY Chris Hack

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: