

POSITION ADJUSTMENT REQUEST

NO. 21946
DATE 8/22/2016

Department Animal Services

Department No./
Budget Unit No. 0366 Org No. 3340 Agency No. 36

Action Requested: Reallocate the Animal Services Officer (BJWD) (represented), Animal Services Sergeant (BJTD) (represented) and Animal Services Lieutenant (BJHB) (represented) classifications.

Proposed Effective Date: 10/1/2016

Classification Questionnaire attached: Yes [] No [x] / Cost is within Department's budget: Yes [x] No []

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

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

Total annual cost \$80,300.00 Net County Cost \$29,711.00
Total this FY \$60,225.00 N.C.C. this FY \$22,283.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT (32% User Fees, 31% City Revenues, 37% County General Fund)

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

Arturo Castillo

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Kevin J. Corrigan

9/13/2016

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

See attachment.

DATE 12/9/2016

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

Effective: [x] Day following Board Action.
[] (Date)

Lauren Ludwig

12/9/2016

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

[x] Approve Recommendation of Director of Human Resources
[] Disapprove Recommendation of Director of Human Resources
[] Other:

DATE

1/5/2017

Enid Mendoza

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED [x] DISAPPROVED []

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

DATE 01/10/17

BY [Signature]

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: