

POSITION ADJUSTMENT REQUEST

C.29

NO. 22295
DATE 4/12/2018

Department Conservation & Development Department No./
Budget Unit No. 0280 Org No. 2606 Agency No. 38
Action Requested: Add three (3) full time Planner I (5AWA) positions (represented) at salary level and grade ZB5 1476 (\$5,141.50 - \$5,668.50) in the Department of Conservation and Development ("DCD").

Proposed Effective Date: 7/1/2018Classification 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 \$303,000.00Net County Cost \$0.00Total this FY (\$0.00)N.C.C. this FY \$0.00SOURCE OF FUNDING TO OFFSET ADJUSTMENT Land Development Fees

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

John Kopchik

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

BR for JE

5/16/2018

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 5/21/2018

Add three (3) full time Planner I positions (5AWA) (represented) at salary level and grade ZB5 1476 (\$5,141.50 - \$5,668.50) in the Department of Conservation and Development.

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

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

Mary Jane De Jesus-Saepharn

5/21/2018

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 5/30/18☒ 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 AdministratorDATE June 4 2018BY [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: