

# POSITION ADJUSTMENT REQUEST

C.30

NO. 22392DATE 11/26/2018Department Public Works

Department No. Add/ Cancel

Add/ Cancel

Budget Unit No. 0079/ 0650Org No. 4011/ 4522 Agency No. 65

Action Requested: ADOPT Position Adjustment Resolution No.22392 to add one (1) Assistant Capital Facilities Project Manager (NEWC) (represented) position at salary plan and grade ZA5 1695 (\$6,578 - \$7,995) and cancel one (1) Associate Civil Engineer (NKVC) (represented) position #1546 at salary plan and grade ZA2 1770 (\$7,299 - \$9,817) in the Public Works Department.

Proposed Effective Date: 12/18/2018Classification 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 -3227Net County Cost 0Total this FY -1614N.C.C. this FY 0SOURCE OF FUNDING TO OFFSET ADJUSTMENT Cost savings

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

Brian M. Balbas

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

L.Strobel

11/30/18

Deputy County Administrator

Date

## HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 12/10/2018

Add one (1) Assistant Capital Facilities Project Manager (NEWC) (represented) position at salary plan and grade ZA5 1695 (\$6,578 - \$7,995) position and cancel one (1) Associate Civil Engineer (NKVC) (represented) position #1546 at salary plan and grade ZA2 1770 (\$7,299 - \$9,817)

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

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

Gladys Scott Reid

12/10/2018

(for) Director of Human Resources

Date

## COUNTY ADMINISTRATOR RECOMMENDATION:

DATE \_\_\_\_\_

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

(for) County Administrator

## BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ ~~DISAPPROVED~~ ☒David J. Twa, Clerk of the Board of Supervisors  
and County AdministratorDATE 12-18-18BY 

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: