

POSITION ADJUSTMENT REQUEST

C.29

NO. 22572
DATE 12/23/2019Department Public Works

Department No./

Budget Unit No. 0650 Org No. 4503 Agency No. 65

Action Requested: ADOPT Position Adjustment Resolution No. xxxxx to add one (1) full-time Supervising Accountant (SAHJ) (represented) position at salary plan and grade ZA5 1703 (\$6,895-8,381) and cancel one (1) vacant Accountant III (SATA) (represented) position number 13484 at salary plan and grade ZB5 1576 (\$6,080-\$7,391) in the Public Works Department.

Proposed Effective Date: _____

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☒ No ☐

Total One-Time Costs (non-salary) associated with request: _____

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

Total annual cost 16162Net County Cost 0Total this FY 4040N.C.C. this FY 0SOURCE OF FUNDING TO OFFSET ADJUSTMENT Roads and Special Districts Funds.

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

1/8/2020

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 2/3/2020

Add one (1) Supervising Accountant (SAHJ) (represented) position at salary plan and grade ZA5 1703 (\$6,895 - \$8,381) and cancel one (1) vacant Accountant III (SATA) (represented) position number 13484 at salary plan and grade ZB5 1576 (\$6,080 - \$7,391)

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

2/3/2020

(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 February 25, 2020BY 

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: