

POSITION ADJUSTMENT REQUEST

NO. 25737
DATE 7/21/21

Department Treasurer-Tax Collector
Department No./ Budget Unit No. 0015 Org No. 0015 Agency No. 15
Action Requested: Reallocate salary for Assistant County Treasurer-Exempt (S5B4) to (B85-2054) \$10,360-\$13,883 and Assistant County Tax Collector - Exempt (S5DF) to (B85-2054) \$10,774-\$14,438. Cancel position #11835.

Proposed Effective Date: 8/1/2021

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

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

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

Total annual cost (\$229,000.00) Net County Cost (\$229,000.00)
Total this FY (\$210,000.00) N.C.C. this FY (\$210,000.00)

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Salary savings

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

Russell Watts

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Laura Strobel

7/21/21

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 7/21/2021

Reallocate salary for Assistant County Tax Collector - Exempt (S5D1) from (B85-1918) \$9,055-\$11,006 to (B85-2054) \$10,360-\$13,883 and Assistant County Treasurer - Exempt (S5B4) from (B85-1956) \$9,402-\$11,428 to (B85-1956) \$10,774-\$14,438. Cancel position #11835 (vacant).

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

Effective: [] Day following Board Action.
[X] 8/1/21 (Date)

Alycia Leach

7/21/2021

(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 [X] DISAPPROVED []

Monica Nino, Clerk of the Board of Supervisors and County Administrator

DATE 08-03-2021

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: