

POSITION ADJUSTMENT REQUESTNO. 25934
DATE 4/21/22Department Conservation and DevelopmentDepartment No./
Budget Unit No. 0280 Org No. 2601 Agency No. 38

Action Requested: Add 1 Deputy DCD Director over Administration and cancel 1 Deputy Director Community Development - Current Planning-Exempt position. Add 1 Departmental Human Resources Officer I-Exempt and cancel 1 Land Information and Business Operations Mgr position.

Proposed Effective Date: 6/1/2022Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☒ No ☐Total One-Time Costs (non-salary) associated with request: 0

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

Total annual cost \$34,200Net County Cost 0

Total this FY _____

N.C.C. this FY 0SOURCE OF FUNDING TO OFFSET ADJUSTMENT Land Development FundDepartment must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

/s/ Julie Enea for JK

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

/s/ Julie Enea

4/21/2022

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 5/9/22

Add one Deputy Director of Conservation and Development-Exempt position and one Departmental Human Resources Officer I-Exempt position, and cancel one Deputy Director Community Development - Current Planning-Exempt position and one Land Information and Business Operations Manager position (all unrepresented/exempt) 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)

Amanda Monson

5/9/22

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

5/17/22☒ Approve Recommendation of Director of Human Resources☐ Disapprove Recommendation of Director of Human Resources☐ Other: _____

/s/ Julie Enea

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ ~~DISAPPROVED~~ ☒Monica Nino, Clerk of the Board of Supervisors
and County AdministratorDATE 05-24-2022BY 

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: