

POSITION ADJUSTMENT REQUEST

C.140

NO. 26312
DATE 8/9/2024

Department Public Works Department No./ Budget Unit No. 0079 Org No. 4032 Agency No. 65
Action Requested: ADOPT Position Adjustment Resolution No. 26312 to reallocate the salary for the Custodial Services Supervisor (GKHC) from salary plan and grade ZA5 1202 (\$5,156.79 - \$6,268.11) to a revised five step salary plan and grade (\$6,295.37 - \$7,652.07) in the Public Works Department and place EE#62345 at the new step 5.

Proposed Effective Date: 9/11/2024

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 \$25,908.00 Net County Cost \$0.00
Total this FY \$19,431.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% User Charges

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

Warren Lai

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

L. Strobel

8/9/2024

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 9/5/2024

Reallocate the salary for the Custodial Services Supervisor (GKHC) from salary plan and grade ZA5 1202 (\$5,156.79 - \$6,268.11) to a revised five step salary plan and grade (\$6,295.37 - \$7,652.07) in the Public Works Department and place position # 00017956 at the new step 5

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

Effective: Day following Board Action.
 _____(Date)

Gladys Reid

9/5/2024

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

9/5/2024

Approve Recommendation of Director of Human Resources
 Disapprove Recommendation of Director of Human Resources
 Other: _____

Laura Strobel

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED DISAPPROVED

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

DATE 09-10-2024

BY 

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: