

## POSITION ADJUSTMENT REQUEST

NO. 26195  
DATE 9/20/2023

Department Agriculture / Weights and Measures Department No./  
Budget Unit No. 0335 Org No. 3305 Agency No. 33  
Action Requested: ADOPT Position Adjustment Resolution No. XXX to add one (1) full-time Agricultural Biologist I (BAWA) (represented) position at salary plan and grade QA5-1361 (\$5,748 - \$6,986) in the Agriculture / Weights and Measures Department.

Proposed Effective Date: 10/4/2023Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☐ No ☒Total One-Time Costs (non-salary) associated with request: \$35,000.00

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

Total annual cost \$155,000.00Net County Cost \$55,000.00Total this FY \$0.00N.C.C. this FY \$0.00SOURCE OF FUNDING TO OFFSET ADJUSTMENT \$100,000 State contract, 60% match Unrefunded Gas Tax

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



(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Jason Chan

9/22/2023

Deputy County Administrator

Date

## HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 9/29/2023

Add one (1) full-time Agricultural Biologist I (BAWA) (represented) position at salary plan and grade QA5-1361 (\$5,748 - \$6,986) in the Agriculture / Weights and Measures Department.

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

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

Carol Berger

9/29/2023

(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~~ ☒ XX

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

DATE 10-24-2023BY 

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: