

POSITION ADJUSTMENT REQUEST

NO. 26209

DATE

10/13/2023

Department Public Works

Department No./

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

Action Requested: ADOPT Position Adjustment Resolution No. 26209 to ADD one (1) full-time Supervising Accountant (SAHJ) (represented) position at salary plan and grade ZA5 1703 (\$8,065-\$9,803)

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 \$120,050Net County Cost \$0.00Total this FY \$60,025N.C.C. this FY \$0.00SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Road, Flood Control and Special District 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

Danielle Fokkema10-13-23Deputy County Administrator

Date 10/13/2023

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

Add one Supervising Accountant (SAHJ) (represented) position at salary plan and grade ZA5 1703 (\$8,065-\$9,803)

Amend Resolution 7/1/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☒ Day following Board Action.☐ _____ (Date)Gladys Reid10/13/2023

(for) Director of Human

Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

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

DATE

(for) County Administrator

BOARD OF SUPERVISORS ACTION:Adjustment is APPROVED ☒ DISAPPROVED ☐Monica Nino, Clerk of the Board of Supervisors
and County AdministratorDATE 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: