



# Contra Costa County

## Position Adjustment Resolution (PAR) Form

This form is to be completed for midyear Position Adjustment Requests, for consideration outside the County's annual budget development process, per Administrative Bulletin No. 400 Section IV.C.

### I. DEPARTMENT REQUEST

Agency and Dept Name: CCA70 CCC Fire Protection District

☒ Dept No(s). 7300 Org No(s). 7300

Action Type: Reallocate salary

☒ Net FTE Change: 0.00

Proposed Effective Date:

#### Action Requested:

Reallocate the salary of the Fire District Communications Center Manager (REDB), at salary plan and grade ZA5 1929 (\$11,122.90 - \$13,518.97) to salary plan and grade ZA5 1929 (\$12,957.23 - 15,749.60)

#### Fiscal Impact:

Cost is within Department's Budget: ☒ Yes ☐ No

Use an additional sheet for further explanation or comments.

Total Annual Cost: \$ 26,768.00

Total this FY: \$ 26,768.00

Net County Cost: \$ 0.00

NCC this FY: \$ 0.00

Source of Funding: 100% Fire District General Operating Fund

Total One-Time Cost: \$ 0.00

### II. COUNTY ADMINISTRATOR REVIEW

PAR No. 26512

#### Comments:

Released to HR for further study/review

Enid Mendoza

09/30/2025

(for) County Administrator

Date

(for) Department Head

Date

### III. HUMAN RESOURCES (HR) REVIEW/RECOMMENDATION

ADOPT PAR No. 26512 to reallocate the salary of the Fire District Communications Center Manager (REDB), at salary plan and grade ZA5 1929 (\$11,122.90 - \$13,518.97) to salary plan and grade ZA5 1929 (\$12,957.23 - 15,749.60)

(for) Director of Human Resources: Chris Miller

Date: 10/01/2025

### IV. COUNTY ADMINISTRATOR APPROVAL

Approve HR Department Recommendation(s): ☒ Yes ☐ No ☐ N/A

If No or N/A, CAO Recommendation(s):

BOS Approval Required: ☒ Yes ☐ No

Effective: ☐ Day following Board Approval

☒ Date: 10/01/2025

Enid Mendoza

10/02/2025

(for) County Administrator

Date

### V. BOARD OF SUPERVISORS ACTION

Adjustment Resolution: ☒ ADOPTED ☐ OTHER ACTION:

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

By:

Date: