



Contra Costa County

Position Adjustment Resolution (PAR) Form

C.70

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: CCA85 Library

Dept No(s). 0620 Org No(s). 3718

Action Type: Add Position(s)

☒ Net FTE Change: 2.00

Proposed Effective Date: 12/01/2025

Action Requested:

Add two full-time (40/40) Librarian II (3AVD) positions to Org No. 3718 to Budget Unit No. 0620. (See explanation on attached sheet.)

Use an additional sheet for further explanation or comments.

Fiscal Impact:

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

Total Annual Cost: \$ 280,148.00

Total this FY: \$ 140,074.00

Net County Cost: \$ 0.00

NCC this FY: \$ 0.00

Source of Funding: Library Fund

Total One-Time Cost:

II. COUNTY ADMINISTRATOR REVIEW

PAR No. 26526

Comments:

Released to HR for further study/review

/s/ Natalie Darone

10/17/2025

(for) Department Head

Date

/s/ Julie Enea

10/21/2025

(for) County Administrator

Date

III. HUMAN RESOURCES (HR) REVIEW/RECOMMENDATION

HR Recommendation(s): Add two full-time (40/40) Librarian II (3AVD) positions to Org No. 3718 in Department 0620 - Library.

Amanda Monson

10/23/2025

(for) Director of Human Resources

Date

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 ☐ NoEffective: ☒ Day following Board Approval☐ Date: _____

/s/ Julie Enea

10/27/2025

(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: 11-04-2025