



Legislation Text

File #: 17-411, Version: 1

MEMORANDUM

TO: Board of Supervisors

FROM: Richard Ford, Assessor-Recorder

DATE: May 2, 2017

SUBJECT: Adopt Resolution Amending Resolution No. 2016-145 Establishing Position Allocations for Fiscal Year 2016-17, Budget Unit No. 2707, Recorder.

EXECUTIVE SUMMARY:

Staff submits for your Board's consideration and approval the attached resolution to amend the position allocations for Budget Unit 2707 - Recorder. This resolution amends the note on the Deputy Assessor-Recorder I/II/III allocations from "One (1) position to be eliminated upon next vacancy." to "One (1) position to be eliminated upon next vacancy after 6/21/17."

The elimination of one Deputy Assessor-Recorder I/II/III allocation was tied to a previously approved addition of an Appraiser Aide/Appraiser I/II/III allocation in budget unit 1123 while having minimal budget impact on the general fund. The intent of this change was to allow a current employee to move into the Appraiser Aide/Appraiser I/II/III allocation.

Due to an internal promotion that was unanticipated at the time of final budgets, and a delay in filling the Appraiser Aide/Appraiser I/II/III allocation, the department has a vacancy earlier than planned. Amending the asterisk as requested will allow the department to proceed with a needed recruitment, and should provide promotional opportunities within the Assessor-Recorder's Office.

Thank you for your consideration of this request.

FISCAL IMPACT: __ None __ Budgeted __ Non-Budgeted

Estimated Cost:

Amount Budgeted:

Additional Requested:

Annual Cost (if planned for future years):

FISCAL IMPACT (Narrative): There will be minimal budget impact to the general fund.

STAFFING IMPACT (if applicable):

RECOMMENDED ACTION:

Adopt Resolution Amending Resolution No. 2016-145 Establishing Position Allocations for Fiscal Year 2016-17, Budget Unit No. 2707, Recorder.