



COUNTY OF HUMBOLDT

For the meeting of: 8/21/2018

File #: 18-1029

To: Board of Supervisors

From: Planning and Building Department

SUBJECT:

Full-Time Equivalent Correction for Senior Planner

RECOMMENDATION(S):

That the Board of Supervisors approve and authorize the Planning and Building Department to work with Human Resources and Payroll to reallocate 1.0 full time equivalent (FTE) Senior Planner (class 660, salary range 446) in budget unit 268, Cannabis Planning.

SOURCE OF FUNDING:

Applicant fees and code enforcement fines, penalties and administrative fees.

DISCUSSION:

This is a cleanup action to implement the Board of Supervisors action on July 10, 2018, allocating 1.0 FTE Supervising Planner and deallocating 1.0 FTE Senior Planner (class 660, salary range 446) in budget unit 268, Cannabis Planning. The Senior Planner position is occupied by a current employee and a position cannot be deallocated while it is filled. This deallocation was inadvertently included in the agenda on July 10, 2018. The department is currently recruiting for a promotional Supervising Planner and once that position is filled, a Senior Planner position will be deallocated.

FINANCIAL IMPACT:

The detailed recommended supplemental budget adjustments for FY 2018-19, included as Attachment A and previously approved by the Board, remains sufficient to cover the costs associated with the intended personnel changes as described above.

The recommendations included in this agenda item support the Board of Supervisors' Strategic Framework by managing county resources to ensure sustainability of services and assists with enforcing laws and regulations.

OTHER AGENCY INVOLVEMENT:

Human Resources

County Auditor - Payroll

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Board discretion.

ATTACHMENTS:

Attachment A

Previously Approved Supplemental Budget for Cannabis Planning

PREVIOUS ACTION/REFERRAL:

Meeting of: July 10, 2018 C-16