



# County of Sonoma

## State of California

Date: April 30, 2024

Item Number: \_\_\_\_\_

Resolution Number: \_\_\_\_\_

4/5 Vote Required

**Resolution of the Board of Supervisors of the County of Sonoma, State of California, Amending the Department Allocation List of the General Services Department to Add a 1.0 Full-time Equivalent Senior Account Clerk Allocation and Delete a 1.0 Full-time Equivalent Account Clerk II Allocation.**

**Whereas**, the Department of Transportation and Public Works and General Services were merged on August 2, 2022, to form the Department of Public Infrastructure; and

**Whereas**, since the merger Public Infrastructure management has evaluated the operational needs and position allocations of the newly formed Department; and

**Whereas**, management has determined deleting a 1.0 FTE Account Clerk II position in the accounting support group and adding a 1.0 FTE Senior Account Clerk position will streamline recruitment, cross training, and improve operational efficiency; and

**Whereas**, the Human Resources Department has reviewed the job duties of the positions and determined that the job classification changes are appropriate; and

**Now, Therefore, Be It Resolved** that the Allocation List of the General Services Department is hereby revised as follows, effective as of April 30, 2024:

Budget Index	Job Class	Class Title	Existing Positions In Class	Change in Position Allocation	New Total Allocation For Class	Duration/ End Date	A Step Salary
21010102	0402	Account Clerk II	1.0	-1.0	0.0	Ongoing	2730
21010102	0403	Senior Account Clerk	1.0	1.0	2.0	Ongoing	2980

**Supervisors:**

Gorin:

Coursey:

Gore:

Hopkins:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

**So Ordered.**