

Date _____

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
 COUNTY OF SONOMA, AMENDING THE DEPARTMENTAL ALLOCATION LIST, AUDITOR-
 CONTROLLER-TREASURER-TAX COLLECTOR, DELETING 1.00 FTE EXECUTIVE SECRETARY
 CONFIDENTIAL AND ADDING 1.00 FTE ADMINISTRATIVE AIDE CONFIDENTIAL EFFECTIVE
 JULY 21, 2009

WHEREAS, the Auditor-Controller Treasurer-Tax Collector is requesting a change to the allocated job classification of Executive Secretary-Confidential and Administrative Aide-Confidential assigned to the Administration Division, deleting an Executive Secretary-Confidential and adding an Administrative Aide-Confidential;

WHEREAS, on September 26, 2006, the offices of the Treasurer-Tax Collector and Auditor-Controller consolidated into the Auditor-Controller-Treasurer-Tax Collector;

WHEREAS, with the consolidation, it was expected that administrative responsibilities would expand and continue to evolve as the department's needs changed and the addition of an Administrative Aide-Confidential position will enable the department to increase its administrative capacity; and

WHEREAS, the Executive Secretary-Confidential position is vacant due to a recent retirement;

NOW THEREFORE BE IT RESOLVED by the Board of Supervisors of the County of Sonoma that the Departmental Allocation List, Auditor-Controller-Treasurer-Tax Collector, be amended as follows:

Dept Div/ Index	Job Class No. & Title	Existing Allocation (FTE)	Change in Allocation	New Total Allocation (FTE)	Duration/ End Date	Salary Range
022905	7025, Executive Secretary Confidential	1.00	-1.00	0.00	Ongoing	23.14
022905	0823, Administrative Aide Confidential	2.00	1.00	3.00	Ongoing	23.33
Total FTE Changes 0.00						

SUPERVISORS:

Kelley _____ Brown _____ Kerns _____ Zane _____ Carrillo _____

Ayes _____ Noes _____ Abstain _____ Absent _____

SO ORDERED.