

**Before the Board of Supervisors in and for the  
County of Monterey, State of California**

**Resolution No.**

- Adopting a Resolution to: )  
a. Amend the County Administrative Office Fiscal Year 2019-20 adopted budget )  
(001-CAO028-1050-8474) to add one (1) new FTE Warehouse Worker (70F79), )  
financed by interdepartmental reimbursements (4/5ths vote); and )  
b. Authorize the Auditor-Controller and County Administrative Office to )  
incorporate the position change in the FY 2019-20 Adopted Budget. )

WHEREAS, the County Administrative Office's Records Retention (RRC) unit requests authorization to add one (1) Warehouse Worker (70F79) position that will assist with growing records storage and retrieval operations;

WHEREAS, RRC provides secure, and cost-effective records storage, retrieval, and destruction for numerous county departments;

WHEREAS, record box storage increased from 22,00 in 2013 to just over 55,000 in current fiscal year, a 150% increase. During this same period of growth in capacity and operations, the RCC has operated with two fewer FTEs compared to 2013 staffing levels; and

NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Supervisors does hereby:

- a. Amend the County Administrative Office Fiscal Year 2019-20 adopted budget (001-CAO028-1050-8474) to add one (1) new FTE Warehouse Worker (70F79), financed by interdepartmental reimbursements (4/5ths vote); and
- b. Authorize the Auditor-Controller and County Administrative Office to incorporate the position change in the FY 2019-20 Adopted Budget.

PASSED AND ADOPTED upon motion of Supervisor \_\_\_\_\_, seconded by Supervisor \_\_\_\_\_ and carried this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by the following vote, to wit:

AYES:  
NOES:  
ABSENT:

I, Valerie Ralph, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board

of Supervisors duly made and entered in the minutes thereof Minute Book.\_\_\_\_ for the meeting on \_\_\_\_\_.

Dated: Valerie Ralph, Clerk of the Board of Supervisors  
File Number: County of Monterey, State of California

By: \_\_\_\_\_  
Deputy