

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

Resolution No.

- Adopt a Resolution to:)
a. Approve the request to amend the FY 2018-19 Adopted Budget for the Clerk of)
the Board's Office (Appropriation COB001, Department 1300, Unit 8020, Fund 001))
to reallocate one (1) Senior Secretary position to one (1) Board of Supervisors Clerk)
position, as indicated in Attachment A; and)
b. Authorize the Auditor-Controller and the County Administrative Office to)
incorporate these changes in the FY 2018-19 Adopted Budget.)

WHEREAS, the organizational needs and structure of the Clerk of the Board Department have changed necessitating a review of positions;

WHEREAS, the recommendations resulting from the review of positions led to this request to reallocate positions; and

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

- a. Amend the FY 2018-19 Clerk of the Board Department budget, Appropriation Unit 001, Budget Unit 1300- Service Delivery to reallocate one (1) Senior Secretary position to one (1) Board of Supervisors Clerk position, as indicated below;

To/Fro m	Unit	Class Code	Position Title	Beginning Total FTE	Position Increase/ Decrease	Revised Total FTE
From	1300	80A32	Senior Secretary	1.0	(1.0)	0
To	1300	80E83	Board of Supervisors Clerk	2.0	1.0	3.0

- b. Authorize the Auditor-Controller and the County Administrative Office to incorporate these changes in the FY 2018-19 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:
File Number:

Valerie Ralph, Clerk of the Board of Supervisors
County of Monterey, State of California

By: _____
Deputy