



Legislation Text

File #: 22-4477, **Version:** 1

Department: District Clerk

Department Head/Elected Official: Marilyn Burgess, District Clerk

Regular or Supplemental RCA: Regular RCA

Type of Request: Position

Project ID (if applicable): N/A

Vendor/Entity Legal Name (if applicable): N/A

MWDBE Contracted Goal (if applicable): N/A

MWDBE Current Participation (if applicable): N/A

Justification for 0% MWDBE Participation Goal: N/A - Goal not applicable to request

Request Summary (Agenda Caption):

Request for approval to add the Supervisor IV classification to the District Clerk's positions structure and to reclassify two positions effective August 13, 2022.

Background and Discussion:

Requesting to reclassify two Supervisor III positions in order to be able to implement a merit increase and be more aligned with the current market.

Expected Impact:

This reclassification will allow department to align position salaries with the current market.

Alternative Options:

The alternative options include not reclassifying positions, not aligning the salaries with the current market and run the risk of losing essential personnel.

Alignment with Goal(s):

- ☐ Justice and Safety
- ☐ Economic Opportunity
- ☐ Housing
- ☐ Public Health
- ☐ Transportation
- ☐ Flooding

☐ Environment
☒ Governance and Customer Service

Prior Court Action (if any):

Date	Agenda Item #	Action Taken

Location:

Address (if applicable):

Precinct(s): Precinct 1

Fiscal and Personnel Summary			
Service Name	District Courts & County Criminal Courts at Law and Civil Intake		
	SFY 22	FY 23	Next 3 FYs
Incremental Expenditures (do NOT write values in thousands or millions)			
Labor Expenditures	\$	\$	\$
Non-Labor Expenditures	\$	\$	\$
Total Incremental Expenditures	\$	\$	\$
Funding Sources (do NOT write values in thousands or millions)			
Existing Budget			
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Current Budget	\$	\$	\$
Additional Budget Requested			
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Additional Budget Requested	\$	\$	\$
Total Funding Sources	\$	\$	\$
Personnel (Fill out section only if requesting new PCNs)			
Current Position Count for Service	-	-	-
Additional Positions Requested	-	-	-
Total Personnel	-	-	-

Anticipated Court Date: August 2, 2022

Anticipated Implementation Date (if different from Court date): August 13, 2022

Emergency/Disaster Recovery Note: Not an emergency, disaster, or COVID-19 related item

Contact(s) name, title, department: Judith Snively, Chief Deputy of Courts; Araceli Carrizales, Financial Services Administrator

Attachments (if applicable): Two Budget Management Forms 3441.