1 326-32014 **RESOLUTION:** Amend the Table of Organization for Winnebago County Planning and 2 **Zoning Department** 3 4 TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS: 5 6 WHEREAS, the current Table of Organization for the Winnebago County Planning and Zoning Department 7 includes one Account Clerk I position, which has recently become vacant; and 8 WHEREAS, the Tax Listing unit of the Planning and Zoning Department includes very little work of the type 9 that would normally be performed by an employee having an Account Clerk I job title, and the needs of the 10 Department are for an employee with sufficient skill, training, and experience to assist the Tax Listing and 11 Assessment Coordinator with the full range of technical duties associated with that function; and 12 WHEREAS, a job description for the proposed new position of Tax Listing Specialist position has been 13 developed (a copy of which is attached hereto for informational purposes), and although the pay grade for the 14 proposed new position would be higher than the pay grade for the Account Clerk I position, because of the savings 15 associated with the turnover in the position, no budget transfer will be needed. 16 NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that it hereby it 17 18 hereby authorizes amending the Table of Organization for the Winnebago County Planning and Zoning Department 19 by deleting one full-time Account Clerk I position and adding one full-time Tax Listing Specialist position. 20 Fiscal Note: 21 Wage Cost..... \$ 1,053 22 Fringe Benefit Cost......\$ 154 23 Total..... \$ 1,207 24 Respectfully submitted by: PERSONNEL AND FINANCE COMMITTEE 25 26 Committee Vote: 4-0 27 Vote Required for Passage: Two-Thirds of Membership 28 29 Approved by the Winnebago County Executive this day of . 2014. 30 31 Mark L Harris 32

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