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**TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

**WHEREAS**, the Winnebago County Clerk of Courts desires to reclassify one (1) full-time Small Claims Clerk position (Pay Range 3A) to a Clerk/Typist II (Pay Range 2) and one (1) full-time Legal Secretary position (Pay Range 3A) to a Court Assistant (Pay Range 4), to better serve the needs of the Clerk of Court's Office and the citizens of Winnebago County, and to create operating efficiency.

**Fiscal Note:** The impact is cost neutral. One position moves to a higher pay range, and the other position moves to a lower pay range. As a result, the estimated net effect is \$0.

## PERSONNEL AND FINANCE COMMITTEE

Vote Required for Passage: **Two-Thirds of Membership**

Mark L Harris  
Winnebago County Executive