



PLACER COUNTY  
**SHERIFF**  
CORONER-MARSHAL



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**EDWARD N. BONNER**  
SHERIFF-CORONER-MARSHAL

**DEVON BELL**  
UNDERSHERIFF

**To:** The Honorable Board of Supervisors  
**From:** Edward N. Bonner, Sheriff-Coroner-Marshal  
*Edward N. Bonner*  
**Date:** October 20, 2015  
**Subject:** Allocation Ordinance Change

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**Action Requested**

Introduction of an un-codified Ordinance, waive the first reading, amending the un-codified Allocations of Positions within the Sheriff's Office Tahoe Operations and Support Services classifications.

**Background**

The Sheriff's Office is requesting to reallocate one (1) vacant Administrative Legal Clerk allocation from Tahoe Operations to Support Services, as this position will be permanently assigned to the Records Unit within the Support Services Division due to increasing demand for services. The Records Unit provides assistance to the public in a number of areas, including: processing licenses, permits, sex offender, arson and drug registrants, vehicle releases, entry of restraining orders, live scans, criminal report entry, Department of Justice reporting, subpoena processing, and Criminal Report releases to other law enforcement agencies.

**Fiscal Impact**

Funding is included in the Sheriff's Office FY 2015-16 Final Budget. There is no additional impact to the General Fund.

**Before the Board of Supervisors  
County of Placer, State of California**

In the matter of:

Ord. No:

**AN ORDINANCE AMENDING THE  
UN-CODIFIED ALLOCATION OF  
POSITIONS TO DEPARTMENT ORDINANCE**

The following Ordinance was duly passed by the Board of Supervisors of the County of Placer at a regular meeting held \_\_\_\_\_ by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

\_\_\_\_\_  
Chair, Board of Supervisors

Attest:  
Clerk of said Board

\_\_\_\_\_

\_\_\_\_\_  
The Board of Supervisors of the County of Placer, State of California, does hereby ordain as follows:

That the un-codified Allocation of Positions to Department Ordinance is hereby amended to read as follows:

<b>SHERIFF</b>			
<b>(e)</b>	<b>Tahoe Operations</b>		
	Administrative Legal Clerk – Entry/Journey	3	<u>2</u>
	Total Tahoe Operations Allocations	50	<u>49</u>
<b>(f)</b>	<b>Support Services</b>		
	Administrative Legal Clerk – Entry/Journey	8	<u>9</u>
	Total Support Services Operations Allocations	58	<u>59</u>

**Section 3.** That this ordinance shall be effective the first day of the pay period 30 days following adoption.

**Section 4.** That this ordinance amendment is adopted as an un-codified ordinance.

