

**MEMORANDUM**  
OFFICE OF THE  
COUNTY EXECUTIVE  
COUNTY OF PLACER

**TO:** Honorable Board of Supervisors

**FROM:**   
Thomas Miller, County Executive Officer

**DATE:** May 8, 2007

**SUBJECT:** Merit Increase for James Durfee, Director of Facility Services

**ACTION REQUESTED:**

Approve a merit increase (5%) for James Durfee, Director of Facility Services, from Grade 666, Step 4 to Grade 666, Step 5, at \$69.84 per hour, retroactive to April 28, 2007.

**BACKGROUND:**

In accordance with County Code provisions for unclassified positions, it is necessary for your Board to review and approve merit increases for those persons in the unclassified service.

**ISSUE STATEMENT:**

Performance Evaluation and Personnel Action forms have been submitted for James Durfee, Director of Facility Services, recommending approval of a step increase. This office concurs with the recommendation.

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