



County of Santa Cruz

DEPARTMENT OF PUBLIC WORKS

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THOMAS L. BOLICH
 DIRECTOR OF PUBLIC WORKS

AGENDA: MAY 21, 2002

May 9, 2002

SANTA CRUZ COUNTY BOARD OF SUPERVISORS

701 Ocean Street
 Santa Cruz, California 95060

SUBJECT: APPROVAL OF GROSS PAY ADJUSTMENT


Members of the Board:

This letter requests your Board's approval for a gross pay adjustment for a Department of Public Works employee. Due to an administrative error, paperwork was not completed for a step increase for the employee until after the employee's anniversary date. Your Board's approval is necessary in order to retroactively compensate the employee in the amount of \$341.60.

We have taken the necessary steps to insure that an error of this type will not occur again. This request has been reviewed by the Personnel Director who concurs with our request for a gross pay adjustment.

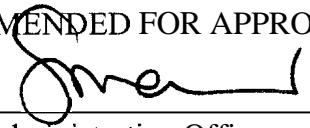
It is therefore recommended that your Board approve a gross pay adjustment in the amount of \$341.60 for a Department of Public Works employee.

Yours truly,


 THOMAS L. BOLICH
 Director of Public Works

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RECOMMENDED FOR APPROVAL:



 County Administrative Officer

copy to: Auditor-Controller
 Personnel Department
 Public Works