

DEPARTMENT: Building

BY:   
PHONE: 966-3934

**RECOMMENDED ACTION AND JUSTIFICATION:**

Approve the hiring of an extra-help Office Assistant I at step 5 of salary range 92 (\$10.3070/hour). Extra-help personnel are paid at step 1 of the salary range for the position in which they are being hired. The individual who was selected to fill the Office Assistant I extra-help position is highly skilled and hiring this individual at step 5 of the Office Assistant I range (\$10.3070/hour instead of step 1 (\$8.4796/hour) will be commensurate with her abilities.

**BACKGROUND AND HISTORY OF BOARD ACTIONS:**

Board of Supervisors has previously approved similar actions

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Financial Impact? (X) Yes ( ) No	Current FY Cost: \$	Annual Recurring Cost: \$
Budgeted In Current FY? (X) Yes ( ) No ( ) Partially Funded		
Amount in Budget: \$ _____		List Attachments, number pages consecutively _____
Additional Funding Needed: \$ None _____		_____
Source:		_____
Internal Transfer _____		_____
Unanticipated Revenue _____ 4/5's vote		_____
Transfer Between Funds _____ 4/5's vote		_____
Contingency _____ 4/5's vote		_____
( ) General ( ) Other _____		_____

**CLERK'S USE ONLY:**

Res. No.: 06-139 Ord. No. \_\_\_\_\_  
Vote - Ayes: 4 Noes: \_\_\_\_\_  
Absent: Impin  
hwp Approved  
( ) Minute Order Attached ( ) No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office.  
Date: \_\_\_\_\_  
Attest: MARGIE WILLIAMS, Clerk of the Board  
County of Mariposa, State of California  
By: \_\_\_\_\_

**COUNTY ADMINISTRATIVE OFFICER:**

\_\_\_\_ Requested Action Recommended  
\_\_\_\_ No Opinion  
Comments:

There is sufficient funding for this request for the remainder of this fiscal year.

CAO: 