

DEPARTMENT: Planning/Building By: Ed Johnson Phone: 966-5151

**RECOMMENDED ACTION AND JUSTIFICATION:** (Policy Item: Yes \_\_\_ No X)  
Approve Resolution authorizing flex schedule for Planning and Building Department. This will allow the department to establish new office hours of 7 a.m. - 5 p.m., Monday thru Friday.

**BACKGROUND AND HISTORY OF BOARD ACTIONS:**  
The Board of Supervisors has previously approved flex schedules for staff in Public Works, Human Services, Assessors Office, and Community Development Agency

**LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**  
Deny request for flex schedule and leave office hours as is.

**COSTS:** ( ) Not Applicable  
A. Budgeted current FY \$ \_\_\_\_\_  
B. Total anticipated Costs \$ \_\_\_\_\_  
C. Required additional funding \$ \_\_\_\_\_  
D. Internal transfers \$ \_\_\_\_\_

**COSTS:** ( ) 4/5th Vote Required  
A. Unanticipated revenues \$ \_\_\_\_\_  
B. Reserve for contingencies \$ \_\_\_\_\_  
C. Source description: \_\_\_\_\_

Balance in Reserve Contingencies, If Approved:  
\$ \_\_\_\_\_

**SPECIAL INSTRUCTIONS:**  
List the attachments and number the pages consecutively:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CLERK'S USE ONLY**

Res. No.: 96-23 Ord. No.: \_\_\_\_\_  
Vote - Ayes: 5 Noes: \_\_\_\_\_  
Absent: \_\_\_\_\_ Abstained: \_\_\_\_\_  
 Approved  Denied  
 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  
By: \_\_\_\_\_  
Deputy

**ADMINISTRATIVE OFFICER'S RECOMMENDATION:**

This item on agenda as:  
 Recommended  
 Not Recommended  
 For Policy Determination  
 Submitted for Comment  
 Returned for Further Action  
Comment: \_\_\_\_\_  
\_\_\_\_\_  
A.O. Initials: EW

RESOLUTION 96-23

RESOLUTION APPROVING A POLICY REGARDING WORK WEEKS  
AND  
OVERTIME OF PLANNING AND BUILDING DEPARTMENT EMPLOYEES

WHEREAS, the Board of Supervisors has approved flexible working schedules for County Departments provided that service to the public is not affected; and,

WHEREAS, employees of the Planning and Building Department have requested a flexible working schedule.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Mariposa that, notwithstanding any other County Policy, the Planning and Building Department Director may allow an alternative work schedule to be assigned to certain employees with the Planning and Building Department. The following alternative work schedule may be noticed through and with payroll:

(A) Alternative Work Week #1: Work week begins at 12:00 Noon each Monday and ends at 11:59 a.m. the following Monday.

(B) Alternative Work Week #2: Work week begins at 12:00 Noon each Friday and ends at 11:59 a.m. the following Friday.

PASSED AND ADOPTED this 16th day of January, 1996 by the following vote:

AYES: Reilly, Balmain, Stewart, Parker, Taber

NOES: None

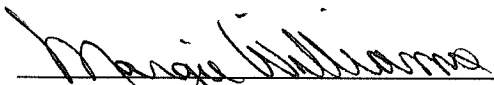
ABSTAIN: None

ABSENT: None



\_\_\_\_\_  
DOUG BALMAIN, Chairman  
Mariposa County Board of Supervisors

ATTEST:

  
\_\_\_\_\_  
MARGIE WILLIAMS, Clerk of the Board

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

  
\_\_\_\_\_  
JEFFREY G. GREEN, County Counsel

MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

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TO: ED JOHNSON, Planning and Building Director  
FROM: MARGIE WILLIAMS, Clerk of the Board *MW*  
SUBJECT: RESOLUTION AUTHORIZING FLEX SCHEDULE; AND ESTABLISHING  
NEW OFFICE HOURS

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THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on January 16, 1996

ACTION AND VOTE:

B) Resolution Authorizing Flex Schedule for Planning and Building Department; and Establishing New Office Hours of 7:00 a.m. to 5 p.m. Monday thru Friday

BOARD ACTION: Discussion was held concerning the request. Supervisor Parker requested that more detail be provided relative to the proposed schedule and requested a copy of the letter that Planning sent to SEIU concerning this matter. Supervisor Reilly requested that information relative to the new hours be publicly noticed. Lisa Edelheit/SEIU, commented on the flex schedules in the County and stated they have not heard about any problems with them. Ed Johnson advised that the change would be on a trial basis. (M)Stewart, (S)Reilly, Res. 96-23 adopted approving request with the understanding that there will be no reduction in services. Following further discussion, motion was amended, agreeable with maker and second, to include direction for the Planning Director to track the activity during the expanded office hour to determine the benefit of the new schedule/Ayes: Unanimous. Ed Johnson advised that he will provide the Board with a status report during the budget process.

cc: Ken Hawkins, Auditor  
Jeff Green, County Counsel  
Mike Coffield, County Administrative Officer  
Nancy Kyle, Personnel  
File