

96-121

DEPARTMENT: Public Works

By: Michael Edwards
Public Works Director

Phone: 966-5356

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes__ No X)

Resolution waiving hiring freeze, authorizing recruitment for full-time custodian and authorizing transfer of funds within the Facilities budget to extra-help line to pay for interim extra-help custodian.

One of the custodians was suddenly retired due to a workers' compensation disability, and we were able to hire an extra-help custodian from an active list. Funds to be transferred are available from salary savings due to the retirement of the full-time custodian.

This action will allow us to continue to provide adequate custodial coverage as well as recruit for a permanent full-time employee.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board has approved similar actions in the past.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

1. Continue through the remainder of the fiscal year with an extra-help employee and address the issue in FY 96/97 budget.
2. No action; this will force us to terminate the extra-help employee, and we would not have sufficient staff available to provide full custodial services.

COSTS: () Not Applicable	
A. Budgeted current FY	\$ -0-
B. Total anticipated costs	\$ 4,300
C. Required additional funding	\$ -0-
D. Internal transfers	\$ 4,300
SOURCE: () 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:

1. Budget Action Form

CLERK'S USE ONLY

Res. No.: 96-121 Ord. No. _____
 Vote - Ayes: 4 Noes: _____
 Absent: Reilly 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
 County of Mariposa, State of California
 By: _____
 Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
This item on agenda as:

- Recommended
- Not Recommended
- For Policy Determination
- Submitted with Comment
- Returned for Further Action

Comment: _____

A.O. Initials: [Signature]

COUNTY OF
MARIPOSA

BUDGET ACTION FORM

DEPT/DIV: Public Works

CONTACT: Michael D. Edwards

DATE: March 21, 1996

PHONE: 966-5356

ACTION REQUESTED: (Check All That Apply)

- Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the County Budget, or in any one fund of the budget, or appropriating Reserve for Contingencies;
- Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriation from one budget to another, or between categories within a budget unit;
- Transfer by Administrator: Moving existing appropriations within a single budget category between line items (i.e. services and supplies, etc.);
- Transfer by Auditor: Moving salaries between line items to accommodate variances internal to salaries; OR transfers within the County budget under \$50.00 to accommodate minor variations from the budget.

FUND/DEPT/ACCT NO.	LINE ITEM DESCRIPTION	AMOUNT (FROM)/TO
001-0128-473-0198	Custodian	(\$4300)
001-0128-473-0201	Extra Help	\$4300

NOTE:
See attached Minute Order.

Justification: See attached Board item.

Department Head Signature: [Signature] Date: 3/21/96
 Approved By: Res. No. 96-121 Clerk: [Signature] Date: 3-4-2-96
 Administrator: [Signature] Date: _____
 Auditor: [Signature] Date: 3/23/96

AUDITOR'S USE ONLY:

Description: _____ Transfer No.: _____
B.R. No.: _____

MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: MIKE EDWARDS, Public Works Director
FROM: RHONDA SCHERF, Deputy Clerk of the Board *RS*
SUBJECT: RESOLUTION NUMBER 96-121

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,
ADOPTED THIS Order on April 2, 1996

ACTION AND VOTE:

9:40 a.m. Mike Edwards, Public Works Director;

A) Resolution Waiving Hiring Freeze and Authorizing Recruitment for Full-Time Custodian, and Transferring Funds to Extra-Help Line Item to Pay for Interim Extra-Help Custodian (\$4,300)

BOARD ACTION: Mike Edwards advised of pending retirement for the incumbent employee and efforts to accommodate disability until retirement, and requested flexibility for funding and filling the position. Following discussion, (M)Parker, (S)Stewart, Res. 96-121 adopted/Ayes: Balmain, Stewart, Parker, Taber; Excused: Reilly.

cc: Ken Hawkins, Auditor
Nancy Kyle, Personnel
File