

DEPARTMENT: Public Works Administration

BY: Dana Hertfelder

PHONE: 966-5356

RECOMMENDED ACTION AND JUSTIFICATION:

Approve Budget Action transferring (\$15,000) in the Public Works Administration budget from the Safety Officer salary to Extra Help to allow us to utilize the retired Safety Officer on a part time basis for the remainder of the fiscal year.

Marty Allan retired as the Safety Officer at the end of December 2008. During the past year Marty has been working in the job class of Administrator, overseeing the Solid Waste division of Public Works and doing all the required regulatory reporting to the State of California pertaining to our solid waste operations. Marty is willing to continue doing this work on a part time basis and Public Works wants to utilize his services for this purpose. Eventually the regulatory reporting will be done by the Solid Waste & Recycling Manager, Michelle Miller, but at the present time the daily operations of the landfill/compost facility and additional tasks are taking up all her time. (The Solid Waste Maintenance Supervisor has been out since the beginning of July 2008 on medical leave.)

Since Marty has retired we have salary savings in the Safety Officer line item that can be moved to Extra Help and we are requesting Board approval to do so. \$15,000 will allow us to have Marty work up to two days per week for the remainder of the fiscal year.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board routinely approves transfers within budget units that do not change the overall budget.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve the requested action; we would be unable to utilize Marty Allan to continue overseeing the Solid Waste division and complete the regulatory reporting for it.

Financial Impact? ( X ) Yes ( ) No	Current FY Cost: \$ 15,000	Annual Recurring Cost: \$
Budgeted In Current FY? ( ) Yes ( X ) No ( ) Partially Funded		
Amount in Budget: \$ -0-		List Attachments, number pages consecutively
Additional Funding Needed: \$ 15,000		1. Budget Action
Source:		
Internal Transfer <u> X </u>		
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.: 09-50 Ord. No. \_\_\_\_\_  
Vote - Ayes: 5 Noes: \_\_\_\_\_  
Absent: \_\_\_\_\_  
*mw* Approved  
( ) Minute Order Attached ( ) No Action Necessary

COUNTY ADMINISTRATIVE OFFICER:

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

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: \_\_\_\_\_

CAO: *DH*

## BUDGET ACTION FORM

FUND	DEPT/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
001	0304	587-0111	Safety Officer			15,000
001	0304	587-0201	Extra Help		15,000	
001	0104	414-1090	GENERAL CONTINGENCY			
<b>TRANSFER BETWEEN FUNDS</b>						
<b>TOTAL</b>					15,000	15,000

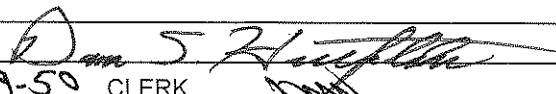
ACTION REQUESTED: (Check all that apply)

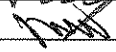
Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the county budget, or in any one fund of the budget, or appropriating Reserve for Contingencies

Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to another, or between categories within a budget unit;

JUSTIFICATION: To allow for hiring Marty Allan as Extra Help.

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DEPT HEAD SIGNATURE  DATE 01/21/09

APPROVED BY RES NO. 09-50 CLERK  DATE 2-3-09

**0304 Public Works Administration**

AUDITOR'S USE ONLY  
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