

DEPARTMENT: Mariposa Planning

BY: Eric Jay Toll

PHONE: 966-0302

RECOMMENDED ACTION AND JUSTIFICATION:

Recommend the Board authorize Deputy Planning Director Sarah Williams to have until June 30, 2004 to use vacation time accrued during her tenure as Interim Planning Director.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Prior to July 15, 2003, when Sarah Williams was Interim Planning Director, the Board of Supervisors authorized her accrual of more than 240 hours of vacation. Currently Sarah has 300 hours of vacation time. It is not possible for her to utilize the time prior to December 31, 2003. The Director has consulted with the Auditor's office, and they are in agreement that we can extend the deadline, subject to Board approval, to June 30, 2004. Sarah has agreed to use her vacation time in order to reduce the accrual to less than 240 hours.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

If the Board denies this request, the County will be required to compensate the employee for the accrual, an expense that is not included in the 2003-04 budget.

Financial Impact?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Current FY Cost: \$ 0	Annual Recurring Cost: \$ n/a
Budgeted Current FY?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Partially Funded	
Amount in Budget:	\$60 hours		List Attachments, number pages consecutively	
Additional Funding Needed:	\$			
Source:				
Internal Transfer				
Unanticipated Revenue	<input type="checkbox"/>	4/5's vote	<input type="checkbox"/>	
Transfer Between Funds	<input type="checkbox"/>	4/5's vote	<input type="checkbox"/>	
Contingency	<input type="checkbox"/>	4/5's vote	<input type="checkbox"/>	
General	<input type="checkbox"/>	Other	<input type="checkbox"/>	

CLERK'S USE ONLY:

Res. No.: 03-458 Ord. No. _____
Vote - Ayes: 5 Noes: _____
Absent: _____

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: _____
Deputy

COUNTY ADMINISTRATIVE OFFICER:

Requested Action Recommended
 No Opinion

Comments:

CAO:



COUNTY of MARIPOSA

P.O. Box 784, Mariposa, CA 95338 (209) 966-3222

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MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: ERIC TOLL, Planning Director

FROM: MARGIE WILLIAMS, Clerk of the Board *MW*

SUBJECT: APPROVAL FOR DEPUTY PLANNING DIRECTOR TO CARRY ACCRUED
VACATION TIME UNTIL JUNE 30, 2004
Resolution No. 03-458

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on December 9, 2003

ACTION AND VOTE:

Approval of the Consent Agenda (See End of the Minutes)

BOARD ACTION: Supervisor Bibby pulled items 1, 3 and 5. (M)Stetson, (S)Bibby, the balance of the items were approved/Ayes: Unanimous. Supervisor Bibby initiated discussion relative to item 1, job classification requirements, open recruitment, and whether there are any compaction issues or input from the Union. (M)Bibby, (S)Stetson, item 1 was approved/Ayes: Unanimous. Supervisor Bibby initiated discussion relative to item 3 and approval for signing the agreement and relative to the number of hours. Supervisor Parker clarified that the costs is offset by revenue. (M)Bibby, (S)Stetson, item 3 was approved and authorization was given for the County Administrative Officer to sign the contract, with the provision that the costs be offset by revenue/Ayes: Unanimous. Supervisor Bibby initiated discussion relative to item 5, and whether consideration should be given to paying the employee versus extending the time for the vacation accrual amount. The matter was continued to later this date for discussion with the Planning Director.

Consent Agenda item 5 – Following discussion with Eric Toll, Planning Director, (M)Bibby, (S)Parker, item 5 was approved, with direction that the employee be allowed to continue to accrue vacation at the normal rate, but the accumulated amount must be below the 240 limit by the end of June, 2004/Ayes: Unanimous.

CA-5 Authorize the Deputy Planning Director to Carry Accrued Vacation Time, Earned While Interim Planning Director, Until June 30, 2004 (Planning Director)

cc: Ken Hawkins, Auditor
Sandi Laird, Personnel/Risk Management Technician
File