

DEPARTMENT: Planning

BY: Eric Jay Toll  
PHONE: 966-0302

**RECOMMENDED ACTION AND JUSTIFICATION:**

Mariposa Planning has received a series of special and complex projects requiring additional staff support. The majority of these projects are funded by applicant fees. Using an extra-<sup>help</sup> planner for these projects frees the regular planning staff to concentrate efforts on regular current planning projects. The funds are within the Mariposa Planning budget and no augmentation is required.

**BACKGROUND AND HISTORY OF BOARD ACTIONS:**

Department heads are permitted to employ extra <sup>help</sup> staff at the appropriate range's Step 1 hourly rate. Finding experienced and qualified journey level professionals is a major challenge for all County departments. A planning professional in Merced has expressed availability and interest in meeting Mariposa County client-service needs. However, the compensation needs to be reasonably close to the compensation this planner previously earned. Range 241, Step 5 is the closest we can offer. The individual has adequate years of experience and ability to be able to step into the needed roles.

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

- Hiring a contract planner through a municipal staff organization, but the hourly rate will be substantially higher.
- Not authorizing the higher hourly rate will result in the position being unfilled, and may create delays for project processing.

Financial Impact?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Current FY Cost: \$	\$ 24,000	Annual Recurring Cost:\$	n/a
Budgeted Current FY?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Partially Funded			
Amount in Budget:			\$	24,000	List Attachments, number pages consecutively	
Additional Funding Needed:			\$	0		
Source:						Memo
Internal Transfer						
Unanticipated Revenue		<input type="checkbox"/>	4/5's vote			
Transfer Between Funds		<input type="checkbox"/>	4/5's vote			
Contingency		<input type="checkbox"/>	4/5's vote			
General	<input type="checkbox"/>	Other	<input type="checkbox"/>			

**CLERK'S USE ONLY:**

Res. No.: 03-454 Ord. No. \_\_\_\_\_

Vote - Ayes: 5 Noes: \_\_\_\_\_

Absent: \_\_\_\_\_

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: \_\_\_\_\_  
Deputy

CAO: RAH



# COUNTY OF MARIPOSA

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

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DISTRICT IV  
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DISTRICT II  
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## MARIPOSA COUNTY BOARD OF SUPERVISORS

### MINUTE ORDER

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TO: ERIC TOLL, Planning Director

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

SUBJECT: AUTHORIZATION TO OFFER RANGE 41, STEP 5 TO EXTRA HIRE  
ASSOCIATE PLANNER  
Resolution No. 03-454

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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.

CA-3 Approve the Hire of an Extra-Help Associate Planner at Range 241, Step 5 (\$21.9986/Hour), to Assist Mariposa Planning with Current Planning and Special Project Workload (Planning Director)

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