DEPARTMENT: Public Works/Transportation  
RECOMMENDED ACTION AND JUSTIFICATION:
Resolution authorizing the allocation of an Administrative Analyst to perform most of the functions of Transportation Planning; unfund the Transportation Planner position; and fund the Administrative Analyst position by approving a Budget Action transferring funds from the Transportation Planner's salary.

Department of Public Works has been unsuccessful in filling the vacant Transportation Planner position for the last four (4) years. As an interim measure the Department of Public Works contracted with the Merced County Association of Governments (MCAG) for transportation planner services for the fiscal years 2004/2005 and 2005/2006. This contract required MCAG provide a Transportation Planner to the Department of Public Work two days per week. MCAG notified Public Works in July that they were no longer able to provide these services and would not renew their contract for fiscal year 2006/2007. Public Works recruited unsuccessfully for a Transportation Planner this past summer.

The Transportation Planner is responsible for ensuring compliance with state transportation requirements, monitoring transportation planning and project funding opportunities and completing the necessary state transportation programming documents including the Regional Transportation Improvement Plan which is used to program the State Transportation Improvement Program funds and the Bicycle Plan which is required to access State Bicycle Funds. Public Works believes that most of the duties of the Transportation Planner are administrative in nature and can be performed by an Administrative Analyst. Therefore, Public Works is requesting that the Board of Supervisors allocate an Administrative Analyst to perform the administrative duties of the Transportation Planner. The salary for this position would be paid for using Rural Planning Assistance funds.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
1) Do not allocate Administrative Analyst position. The Department of Public Works would continue to recruit for a Transportation Planner.

- Financial Impact? ( ) Yes ( ) No
- Budgeted In Current FY? (X) Yes ( ) No ( ) Partially Funded
- Amount in Budget: $60,178
- Additional Funding Needed: $0
- Source:
  - Internal Transfer
  - Unanticipated Revenue
  - Transfer Between Funds
  - Contingency
  - ( ) General ( ) Other

List Attachments, number pages consecutively
1) Budget Action Form

CLERK'S USE ONLY:
Res. No.: Ord. No. ______
Vote - Ayes: ______ 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: ______________

Revised Dec. 2002
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| TRANSFER BETWEEN FUNDS |

| GENERAL CONTINGENCY |

**TOTAL**

38,727    38,727

**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

( X ) 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 fund an Administrative Analyst position in Transportation Planning.

**DEPT HEAD SIGNATURE**

**APPROVED BY RES NO.**

**CLERK**

**DATE**

09/28/06

**DATE**

10-24-06

**033 Transportation Planning**

Budget Action Form Revised 11/95