RESOLUTION - ACTION REQUESTED 2014-76

MEETING: February 25, 2014

TO: The Board of Supervisors

FROM: Rick Benson, County Administrative Officer

RE: Fire Chief Expenses

RECOMMENDATION AND JUSTIFICATION:
Approve Budget Action Transferring Funding Within the Fire Budget for Moving and Travel Expenses of the Newly Hired County Fire Chief ($5,000); Authorize the Auditor to Reimburse the County Fire Chief Once Expenses are Properly Documented.

As part of the selection process for the new County Fire Chief, it was necessary for the selected candidate to make two trips to Mariposa in addition to the trip for the initial interview. Your new County Fire Chief will also be incurring significant expenses in order to relocate to our community.

It is recommended that your Board approve reimbursement for County Fire Chief DeJoria in an amount not to exceed $2,500 for the additional trips to Mariposa during the recruitment process. It is also recommended that your Board approve reimbursing the County Fire Chief DeJoria in an additional amount not to exceed $2,500 for direct moving expenses.

All reimbursable expenses must be documented and in accordance with established Mariposa County reimbursement policies. As previously stipulated, the cost of the initial trip on December 17, 2013, is not to be reimbursed.

Reimbursement for expenses of this nature for a position of this magnitude are common and often exceed the amounts proposed here. Funds are available within the Fire Department budget due to salary savings of the temporarily vacant County Fire Chief position.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
In the past, your Board has authorized moving and other related expenses on a limited basis for newly hired Department Heads.
ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
Do not approve the budget action or the reimbursement. Reimbursement of these expenses will not be made.

FINANCIAL IMPACT:
Salary savings are available to offset the reimbursement for moving and travel expenses. There will be no negative impact to the General Fund.

ATTACHMENTS:
Budget Action Form  (XLS)

CAO RECOMMENDATION
Requested Action Recommended

[Signature]
Rick Benson, County Administrator

RESULT:  ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:  Merlin Jones, District II Supervisor
SECONDER:  Janet Bibby, District III Supervisor
AYES:  Stetson, Jones, Bibby, Cann, Carrier
**BUDGET ACTION FORM**

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
<th>INCREASE</th>
<th>DECREASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>0228-542</td>
<td>0101</td>
<td>Fire Chief</td>
<td></td>
<td></td>
<td>$5,000</td>
</tr>
<tr>
<td>001</td>
<td>0228-542</td>
<td>0285</td>
<td>Moving Expense</td>
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<td>$5,000</td>
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<tr>
<td>001</td>
<td>0104-414</td>
<td>1090</td>
<td>GENERAL CONTINGENCY</td>
<td></td>
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</tr>
</tbody>
</table>

**TOTAL** $5,000  $5,000

**TRANSFER BETWEEN FUNDS**

| TRANSFER | |
|----------| |

| TOTALS  | $0   | $0   |

**ACTION REQUESTED:** (Check all that apply)

1. 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;

2. 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 reimburse the County Fire Chief for moving and travel expenses.

**DEPT HEAD SIGNATURE**

**DATE** 2-19-14

**APPROVED BY RES NO.** 14-76  **CLERK**

**DATE** 2-25-14

**FIRE**

**AUDITOR'S USE ONLY**

**BA #**

Budget Revision Form Revised 11/95