MARIPOSA COUNTY
BOARD OF SUPERVISORS
AGENDA
AGENDA DATE: 5/23/99
AGENDA ITEM NO.: TC
DEPARTMENT: Public Works
By: James Petropulos
Phone: 966-5356

RECOMMENDED ACTION AND JUSTIFICATION:
(Policy Item: Yes ___ No X )

Approve "4/10" schedule for Public Works' administrative and engineering staff, except some management personnel, at the Director's discretion.

This recommendation would not apply to the Public Works Director, the Assistant Public Works Director, the Fleet/Fiscal Manager and the Facilities Maintenance Manager who would continue to work a 5-day/week schedule. The Road Superintendent would continue to work the same as the road maintenance crews, i.e. 5, 8-hour days in the winter and 4, 10-hour days in the summer. This schedule would allow staff to be available to take incoming calls from the public and man the radio during inclement weather. Offering the "4/10" schedule may encourage applicants for the engineering positions now available.

Maintenance staff would continue to work the same schedules as before.

If approved, the effective date of the schedule change will be Monday, June 5, 2000. After a three-month trial period, Public Works will report the results to the Board.

The Public Works office hours are currently 7:30 a.m. to 5:30 p.m. Monday through Thursday, and 7:30 a.m. to 5:00 p.m. on Friday. The 4/10 schedule will provide better public service by increasing the weekly hours that staff is available to the public (three additional hours per week). The office will be open 7:00 a.m. to 5:30 p.m. Monday through Friday.

If unforeseen circumstances arise such as staff layoffs, extended illness or other unanticipated events affecting the department staffing, the Director may revert to the standard 5-day/8-hour per week schedule.

Per Section 8.2.2 Public Works has obtained the concurrence of the SEIU Local 535. A letter of support is forthcoming.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board has approved similar schedules for other departments' office staff.

Per Resolution 94-464, the Board approved the "9/80" work schedule for Public Works' administrative and engineering staff.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

No action. The benefits described would not be realized.

<table>
<thead>
<tr>
<th>COSTS:</th>
<th>(X) Not Applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Budgeted current FY&gt;</td>
<td>$ ____________</td>
</tr>
<tr>
<td>B. Total anticipated Costs&gt;</td>
<td>$ ____________</td>
</tr>
<tr>
<td>C. Required additional funding&gt;</td>
<td>$ ____________</td>
</tr>
<tr>
<td>D. Internal transfers&gt;</td>
<td>$ ____________</td>
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</tbody>
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SOURCE: ( ) 4/5th Vote Required

<table>
<thead>
<tr>
<th>SPECIAL INSTRUCTIONS:</th>
</tr>
</thead>
<tbody>
<tr>
<td>List the attachments and number the pages consecutively:</td>
</tr>
<tr>
<td>1. Petropulos memo to Hogan dated 4-28-00</td>
</tr>
<tr>
<td>$ ____________</td>
</tr>
<tr>
<td>Balance in Reserve Contingencies, If Approved:</td>
</tr>
</tbody>
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No action. The benefits described would not be realized.
CLERK'S USE ONLY
Res. No.: [Redacted]  Ord. No.: [Redacted]
Vote - Ayes: 5  Noes: [Redacted]
Absent: [Redacted]  Abstained: [Redacted]
☑ Approved  ☐ Denied
☐ Minute Order Attached  ☐ No Action Necessary
The foregoing instrument is a correct copy of the original on file in this office
Date: [Redacted]
ATTEST:
MARGIE WILLIAMS, Clerk of the Board
By: [Redacted]
Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
This item on agenda as:
☑ Recommended
☐ Not Recommended
☐ For Policy Determination
☐ Submitted with Comment
☐ Returned for Further Action
Comment: [Redacted]

C.A.O. Initials: [Redacted]