RESOLUTION - ACTION REQUESTED 2016-15

MEETING: January 5, 2016

TO: The Board of Supervisors

FROM: Tony Stobbe, Public Works Director

RE: Implement Portion of Public Works Reorganization Plan

RECOMMENDATION AND JUSTIFICATION:
Approve Implementing the Portion of the Approved Public Works Reorganization Plan Increasing the Permanent Part-Time Accountant I/II Position in the Public Works Administration Budget from 50% to 80%, Effective January 1, 2016; Approve Budget Action Transferring Funding Within the Public Works Administration Budget to Accommodate the Increase in Allocation ($6,750).

On October 6, 2015 the Board approved a Reorganization Plan for the Public Works Department, with the understanding that individual components of the plan would be implemented by follow up actions. This item requests approval to implement the portion of the plan increasing the allocation of the Permanent Part-Time Accountant I/II in the Public Works Administration budget from 50% to 80%. Salary savings in the form of benefits from vacant positions is requested to be used to offset the increase in the salary line item because of the increase in working hours.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
The Board approved the Reorganization Plan on October 6, 2015.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
The Board could choose to not approve the implementation of this portion of the Plan and provide additional direction to the Director of Public Works.

FINANCIAL IMPACT:
There is no impact to the General Fund for this item. Salary savings in benefits is being transferred within the Public Works Administration budget to provide sufficient funding to the Accountant I/II line item.

ATTACHMENTS:
Budget Action Acct 80% (PDF)

CAO RECOMMENDATION
Requested Action Recommended
RESULT:    ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:    Rosemarie Smallcombe, District I Supervisor
SECONDER: Merlin Jones, District II Supervisor
AYES:    Smallcombe, Jones, Long, 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>0304</td>
<td>583-0137</td>
<td>Accountant I/II</td>
<td></td>
<td>6,750</td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0304</td>
<td>583-0314</td>
<td>Retirement Employer</td>
<td></td>
<td>6,750</td>
<td></td>
</tr>
</tbody>
</table>

## Transfer Between Funds

<table>
<thead>
<tr>
<th>TRANSFER BETWEEN FUNDS</th>
<th></th>
</tr>
</thead>
</table>

**Totals:** 6,750  6,750

**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 allocate for Accountant I/II position at eighty percent

---

**Dept Head Signature:** [Signature]

**Date:** 12/22/2015

**Approved By Res No:** [Signature]

**CLerk:** [Signature]

**Date:** 1-3-16

---

**304 Public Works Administration**

---

**Auditor's Use Only**

**BA#**

---

Budget Action Form Revised 11/95