RECOMMENDED ACTION AND JUSTIFICATION: The part-time Planning Technician, Emily Meriam, produces Geographic Information System (GIS) maps that have high value for a number of County departments. The GIS technician's mapping skills are critically important for several ongoing and proposed projects. The requested expansion of position hours, from 0.6 to 0.8 time, would increase Emily's availability for work on General Plan and Area Plan maps and data, voter precinct and census redistricting projects, the proposed grant-funded County road map book, HTE data migration and improved mapping information to the online public, Williamson Act and code compliance tracking, and a variety of digital products, project vicinity and zoning maps.

The additional cost of the position expansion for the remainder of the fiscal year (4 months) is $2,655.60 can be transferred from General Plan, Professional Services Line item 001-249-579-0418. The additional cost on an annual (2011/2012) basis would be $7,966.81. This recommended increase in permanent staffing costs is proposed to be offset by an equivalent increase of time billed to specific project accounts and a reduction in contract consultant expenditures for FY 2011.

BACKGROUND AND HISTORY OF BOARD ACTIONS: In June, 2008 the Board approved this Planning Technician position at 60% time and amended the position description to include the GIS mapping functions. At that time the employee was only able to work on an approximately half-time basis.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION: Absent the GIS Planning Technician's expansion of hours, some of the County's desired mapping projects will require a longer time to initiate and complete.
## BUDGET ACTION FORM

<table>
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<tr>
<th>FUND</th>
<th>DEP/DIV</th>
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<tbody>
<tr>
<td></td>
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**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 transferring appropriation from 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:** Need to increase part time Planning Tech's hours. The amount requested would cover the remainder of this fiscal year.

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**DEPT HEAD SIGNATURE** [Signature]

**DATE** 2/10/11

**APPROVED BY RES NO.** 11-20

**CLERK** [Signature]

**DATE** 3-1-11

**DEPARTMENT**

**AUDITOR'S USE ONLY**

**BA #**