DEPARTMENT: Administration

BY: Rich Inman, CAO
PHONE: 966-3222

RECOMMENDED ACTION AND JUSTIFICATION:

Authorize a three percent (3%) Cost of Living Adjustment (COLA) for County Department Heads effective May 1, 2004.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board of Supervisors directed the CAO to meet with Supervisor Bibby and Supervisor Pickard to address salary adjustments for county department heads. The committee met several times and discussed numerous issues relating to equity and salary adjustments for department heads. This past fiscal year the general employees represented by SEIU received a 3% COLA effective November 1, 2003. Employees in the Managerial/Confidential Organization (MCMCO) received a 3% COLA also effective November 1, 2003. The Deputy Sheriffs’ Association and the Sheriffs’ Management Association received a 3.5% COLA effective October 1, 2003. The Committee felt that department heads should receive at least what the general employees received and are recommending a 3% COLA effective May 1, 2004. The estimated cost to the general fund this fiscal year would be approximately $6,000. For fiscal year 2004-2005 the impact on the general fund would be approximately $41,000 excluding benefit impacts.

Due to the precarious budget circumstances surrounding the State budget, the impact of the retirements costs on the county and other unknown variables the Committee has postponed consideration of additional equity adjustments for department heads until after the full impacts of the county’s 2004-2005 budget are identified.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

<table>
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<tr>
<th>Financial Impact?</th>
<th>Budgeted In Current FY?</th>
<th>Amount in Budget</th>
<th>Additional Funding Needed</th>
<th>Source</th>
<th>Unanticipated Revenue</th>
<th>Transfer Between Funds</th>
<th>Contingency</th>
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<td>Current FY Cost:</td>
<td>Partially Funded</td>
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<td>Annual Recurring Cost:</td>
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</table>

List Attachments, number pages consecutively

CLERK’S USE ONLY:
Res. No.: Ord. No.
Vote – Ayes: Noes: Absent:
Approved
Minute 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
COUNTY OF MARIPOSA

P.O. Box 784, Mariposa, CA  95338 (209) 966-3222
GARRY R. PARKER, CHAIR
DOUG BALMAIN, VICE-CHAIR
LEE STETSON
BOB PICKARD
JANET BIBBY

DISTRICT IV
DISTRICT II
DISTRICT I
DISTRICT V
DISTRICT III

MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO:    RICH INMAN, County Administrative Officer
FROM:  MARGIE WILLIAMS, Clerk of the Board
SUBJECT: RESOLUTION AUTHORIZING THREE PERCENT (3%) COST OF LIVING ADJUSTMENT (COLA) FOR COUNTY DEPARTMENT HEADS EFFECTIVE MAY 1, 2004
Resolution No. 04-189

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on May 11, 2004

ACTION AND VOTE:

Authorize Three Percent (3%) Cost of Living Adjustment (COLA) for County Department Heads Effective May 1, 2004 (County Administration Officer)

BOARD ACTION: Rich Inman, County Administrative Officer, advised that this is not a COLA, but is a salary adjustment. He advised that the Board Committee (Supervisors Bibby and Pickard) could revisit equity adjustments once more information is known on the status of the budget. Supervisor Pickard noted the need to look at the Human Services Director with the addition of Mental Health. Supervisor Bibby noted the need to review job duties and tasks along with the salary survey information; as well as other benefits that other counties provide. Discussion was held relative to the recommendation; and relative to the Auditor’s request to not receive an increase due to his request for reorganization. (M)Pickard, (S)Bibby, Res. 04-189 was adopted approving the 3% salary adjustment as recommended. Chairman Parker suggested that the Board Committee continue to work on salary issues. Supervisor Bibby asked about the status of the Auditor’s request for reorganization; and Rich Inman advised that he does not feel that it is a reorganization. Ayes: Stetson, Bibby, Pickard; Noes: Balmain, Parker.

cc:    Mary Hodson, Deputy County Administrative Officer
Cathi Boze, Agricultural Commissioner
Ken Hawkins, Auditor
Debbie Walton, Child Support Services Director
Tom Guarino, County Counsel
Bob Brown, District Attorney
Blaine Shultz, Fire Chief
Cheryle Rutherford-Kelly, Human Services Director
Sarah Williams, Interim Planning Director
Jim Petropulos, Public Works Director
Marjorie Wass, Treasurer/Tax Collector/County Clerk
Sandi Laird, Administrative Analyst-Administration
Bob Lowrimore, Assessor/Recorder
John Davis, Building Director
Mary Williams, Community Services Director
Rick Peresan, Technical Services Director
Gary Hickman, Farm Advisor
Charles Mosher, Health Officer
Jacque Meriam, County Librarian
Gail Neal, Chief Probation Officer
Jim Allen, Sheriff