

DEPARTMENT: Public Works

By: Michael D. Edwards, Director Phone: 966-5356

RECOMMENDED ACTION AND JUSTIFICATION:

(Policy Item: Yes ___ No X)

Approve extra-help allocation in the Roads budget for Engineering Technician III, 1,200 hours, effective for the fiscal year 99/00 budget, and authorize immediate recruitment.

This action is necessary in order to begin catching up on a large backlog of road survey projects and assist with upcoming road rehabilitation inspection duties. The survey projects involve design surveys on upcoming STIP projects where realignment is involved, such as East Westfall, Carleton and Triangle Roads, as well as pre-design surveys for future projects such as Mt. Bullion Cutoff, LaPaloma Road and Ben Hur Road. Additional surveys are needed to complete our legal obligations to monumental rights of way along roads realigned in the recent past such as Ashworth, Hayward and Silva Roads. Construction staking and inspection assistance will also be needed this summer for projects on Greeley Hill, Ranchito, Bear Valley and Indian Peak Roads.

The backlog of existing work has prevented the engineering staff from accomplishing these duties. Inability to recruit and fill recent positions has made the situation worse.

The 1,200 hours of allocated time will allow two individuals to work an average of 3 days per week for six months. The anticipated duties will include survey party chief and lead inspector on the various projects. Existing staff would fill out the survey crews as required.

A significant portion of this cost can be reimbursed from the STIP funded projects.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board has made similar extra-help allocations in the past to ease temporary work backlogs.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

No Action. Several road projects would be delayed.

COSTS: () Not Applicable	
A. Budgeted current FY>	\$ <u>0</u>
B. Total anticipated Costs>	\$ <u>20,000*</u>
C. Required additional funding>	\$ _____
D. Internal transfers>	\$ _____

COSTS: () 4/5th Vote Required	
A. Unanticipated revenues>	\$ _____
B. Reserve for contingencies>	\$ _____
C. Source description: > *FY 99/00 Budget	_____

Balance in Reserve Contingencies, If Approved:
\$ _____

SPECIAL INSTRUCTIONS:

List the attachments and number the pages consecutively:

CLERK'S USE ONLY

Res. No.: 99-196 Ord. No.: _____

Vote - Ayes: 5 Noes: _____

Absent: _____ Abstained: _____

mw

Approved Denied

Minute Order 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

By: _____

Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:

This item on agenda as:

- Recommended
- Not Recommended
- For Policy Determination
- Submitted with Comment
- Returned for Further Action

Comment: _____

C.A.O. Initials:  _____