DEPARTMENT: District Attorney  BY: Chris Johnson  PHONE: 966-3626

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

Resolution transferring $2,000 from salary line item (Deputy District Attorney) 001-0212-517.01-14 to publication/legal notice line item 001-0212-517.04-29, utilizing salary savings for anticipated advertising costs associated with vacant Deputy District Attorney position.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Please be advised that said position was initially recruited for during the period of June 19, 1998, through July 17, 1998, resulting in an extremely low number of applicants. Therefore, the recruitment process has been reopened and will close on August 31, 1998. In an effort to increase applicant awareness, it is respectfully requested that salary savings created by vacancy be utilized for additional advertising costs. It is anticipated that position will be advertised for one week in the Daily Journal (San Francisco and Los Angeles), a publication received by the legal profession for both Southern and Northern California. The Personnel Director has reviewed said request and recommends Daily Journal advertising.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

A negative action will result in the following:

a. Funding will not be available for additional advertising;

b. Without additional advertising, response to recruitment process may remain low; and

c. Applicant appointment will be limited and restricted (position responsibilities merit additional advertising and reopening of recruitment).

COSTS:  () Not Applicable  
A. Budgeted current FY ______________
B. Total anticipated costs ______________
C. Required additional funding __________
D. Internal transfers Salary Savings $ 2,000

SOURCE:  () 4/5ths Vote Required
A. Unanticipated revenues ______________
B. Reserve for contingencies ____________
C. Source description: Balance in Reserve for Contingencies,
if approved: $ ______________

SPECIAL INSTRUCTIONS: List the attachments and number them pages consecutively:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________

CLERK'S USE ONLY:  
Res. No.: 99-315  
Vote - Ayes:  Approved  
Absent:  
Motion: 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  
County of Mariposa, State of California  
Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:  
This item on agenda as:  

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

Comment:

A.O. Initiate

Action Form Revised 5/92
## BUDGET ACTION FORM

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>INCREASE</th>
<th>DECREASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>0212</td>
<td>517.01-14</td>
<td>DEPUTY DISTRICT ATTORNEY</td>
<td></td>
<td>$2,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(PROJECT CODE DA-0003)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0212</td>
<td>517.04-29</td>
<td>PUBLICATIONS/LEGAL NOTICE</td>
<td></td>
<td>$2,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(PROJECT CODE DA-0003)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0104</td>
<td>414-1090</td>
<td>GENERAL CONTINGENCY</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTALS** $2,000 $2,000

### ACTION REQUESTED:

- [ ] 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 another, or between categories within a budget unit;

### JUSTIFICATION

Utilizing salary savings for advertising vacant position announcement.

---

**DEPT HEAD SIGNATURE**

Chadwick E. Johnson

**DATE** 7-31-98

**APPROVED BY RES NO.** 98-315

**CLERK**

**DATE** 8-11-98

AUDITOR'S USE ONLY

BA #