DEPARTMENT: Public Works  By: Michael Edwards  Phone: 966-5356
Director

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes__  No_X)

Allocate the position of Associate Civil Engineer within the Public Works Roads Division and authorize recruitment for same to replace the Junior Civil Engineer who has resigned effective April 25, 1996. Authorize recruitment for a Junior Civil Engineer and approve underfilling of Associate Civil Engineer position if that recruitment is unsuccessful.

The Engineering Division has scheduled a substantial amount of in-house design work this year and forthcoming years, including sidewalks, one of the HBRR bridges, and wastewater treatment facilities at both Yosemite West and Mariposa Pines. In order to maintain this schedule, it is preferable to hire a Civil Engineer with several years of design experience to supplement our existing staff. The young engineer being replaced had several years experience in surveying, design and AutoCAD drafting, and in fact is taking the exam for registration as a professional engineer this month.

We are proposing to recruit for both the Junior and Associate level and hire the one best qualified engineer that responds.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board has allowed similar recruitments in the past.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

1. No action will delay completion of scheduled engineering work and may force some of this work to be farmed out to consultants at substantially higher cost.

2. Direct Public Works to recruit only for the Junior Civil Engineering position; similar results to above.

COSTS:

A. Budgeted current FY  $107,804
B. Total anticipated costs $ 414
C. Required additional funding $ 414
D. Internal transfers $

SOURCE: 4/5th Vote Required
A. Unanticipated revenues $
B. Reserve for contingencies $
C. Source description: Road Fund / P.S. Construction (95/96)
Balance in Reserve Contingencies, if approved: $

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

1. Budget Action Form

ADMINISTRATIVE OFFICER’S RECOMMENDATION:
This item of agenda as:

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

Comment:

A.O. Initials: __

ATTEST: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California

By: Deputy

Action Form Revised 5/92
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 appropriation from one budget to another, or between categories within a budget unit;

( ) Transfer by Administrator: Moving existing appropriations within a single budget category between line items (i.e. services and supplies, etc.);

( ) Transfer by Auditor: Moving salaries between line items to accommodate variances internal to salaries; OR transfers within the County budget under $50.00 to accommodate minor variations from the budget.

<table>
<thead>
<tr>
<th>FUND/DEPT/ACCT NO.</th>
<th>LINE ITEM DESCRIPTION</th>
<th>AMOUNT (FROM/TO)</th>
</tr>
</thead>
<tbody>
<tr>
<td>300-0301-581-0436</td>
<td>Road P.S. Construction</td>
<td>($414)</td>
</tr>
<tr>
<td>300-0301-581-0114</td>
<td>Roads Jr/Sr. Civil Engineer</td>
<td>$414</td>
</tr>
</tbody>
</table>

Justification: See attached Board item.

Department Head Signature: ___________________________ Date: 4/23/96
Approved By: Res. No. 96-210 Clerk: ___________________________ Date: 5/14/96
Administrator: ___________________________ Date: ___________________________
Auditor: ___________________________ Date: 4/24/96

AUDITOR'S USE ONLY:
Description: ___________________________ Transfer No.: ___________________________
B.R. No.: ___________________________

Budget Action Form Revised 5/92
MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: MIKE EDWARDS, Public Works Director

FROM: MARGIE WILLIAMS, Clerk of the Board

SUBJECT: RECRUITMENT FOR ASSOCIATE CIVIL ENGINEER

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on May 7, 1996

ACTION AND VOTE:

F) Allocate the Position of Associate Civil Engineer within the Public Works Roads Division and Authorize Recruitment for Same to Replace the Junior Civil Engineer who has Resigned Effective April 25, 1996. Authorize Recruitment for a Junior Civil Engineer and Approve Underfilling of Associate Civil Engineer Position if that Recruitment is Unsuccessful; and Transfer Funds ($414)

BOARD ACTION: Discussion was held with Mike Edwards. Supervisor Parker asked about creating an Assistant Public Works Director position versus the requested recruitment. Matter was continued to May 14, 1996, for further review. Board concurred with authorizing recruitment as requested in the interim.

cc: File
    Personnel
    Auditor
    County Counsel
    County Administrative Officer