

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: () Not Applicable

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

CLERK'S USE ONLY

Res. No.: 96-210 Ord. No. _____
 Vote - Ayes: 5 Noes: _____
 Absent: _____ Abstained: _____
 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
 County of Mariposa, State of California
 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: _____

A.O. Initials: ME

**COUNTY OF
MARIPOSA**

BUDGET ACTION FORM

DEPT/DIV: Public Works **CONTACT:** Michael D. Edwards
DATE: April 23, 1996 **PHONE:** 966-5356

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;
- 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.

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

Justification: See attached Board item.

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

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

MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: MIKE EDWARDS, Public Works Director
FROM: MARGIE WILLIAMS, Clerk of the Board *MW*
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