

DEPARTMENT: Planning

BY: Kris Schenk, Planning Director  
PHONE: 742-1216

**RECOMMENDED ACTION AND JUSTIFICATION:** The part-time Planning Technician, Emily Meriam, produces Geographic Information System (GIS) maps that have high value for a number of County departments. The GIS technician's mapping skills are critically important for several ongoing and proposed projects. The requested expansion of position hours, from 0.6 to 0.8 time, would increase Emily's availability for work on General Plan and Area Plan maps and data, voter precinct and census redistricting projects, the proposed grant-funded County road map book, HTE data migration and improved mapping information to the on line public, Williamson Act and code compliance tracking, and a variety of digital products, project vicinity and zoning maps. (\$2,656)

The additional cost of the position expansion for the remainder of the fiscal year (4 months) is \$2,655.60 can be transferred from General Plan, Professional Services Line item 001-249-579-0418. The additional cost on an annual (2011/2012) basis would be \$7,966.81. This recommended increase in permanent staffing costs is proposed to be offset by an equivalent increase of time billed to specific project accounts and a reduction in contract consultant expenditures for FY 2011.

**BACKGROUND AND HISTORY OF BOARD ACTIONS:** In June, 2008 the Board approved this Planning Technician position at 60% time and amended the position description to include the GIS mapping functions. At that time the employee was only able to work on an approximately half-time basis.

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:** Absent the GIS Planning Technician's expansion of hours, some of the County's desired mapping projects will require a longer time to initiate and complete.

Financial Impact?  Yes ( ) No Current FY Cost: \$2,107,307 Annual Recurring Cost: \$\_\_\_\_\_

Budgeted In Current FY?  Yes ( ) No ( ) Partially Funded

Amount in Budget: \$104,651 List Attachments, number pages consecutively

Additional Funding Needed: \$ 2,656 1. 2011 GIS Work Schedule and recent map exhibits.

Source: 2. Budget Transfer

Internal Transfer  \_\_\_\_\_

Unanticipated Revenue \_\_\_\_\_ 4/5's vote

Transfer Between Funds \_\_\_\_\_ 4/5's vote

Contingency \_\_\_\_\_ 4/5's vote

( ) General ( ) Other

**CLERK'S USE ONLY:**

Res. No.: 11-70 Ord. No. \_\_\_\_\_

Vote - Ayes: 5 Noes: \_\_\_\_\_

Absent: \_\_\_\_\_

Approved

( ) Minute Order Attached ( ) No Action Necessary

**COUNTY ADMINISTRATIVE OFFICER:**

Requested Action Recommended

\_\_\_\_\_ No Opinion

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

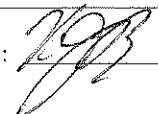
\_\_\_\_\_

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

CAO: 

# BUDGET ACTION FORM

FUND	DEP/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
001	0249	575-0147	Technician Salaries		2,656	
001	0249	579-0418	Professional Service			2,656
TOTALS					2,656	2,656

TRANSFER BETWEEN FUNDS					DEBIT	CREDIT

**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 transferring appropriation from contingencies

(X) Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to another, or between categories within a budget unit.

**JUSTIFICATION:** Need to increase part time Planning Tech's hours. The amount requested would cover the remainder of this fiscal year.

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\_\_\_\_\_

DEPT HEAD SIGNATURE <u><i>Sandra R. KAS</i></u> APPROVED BY RES NO. <u>11-20</u> CLERK <u><i>[Signature]</i></u> DEPARTMENT _____	DATE <u>2/10/11</u> DATE <u>3-1-11</u> AUDITOR'S USE ONLY BA # _____
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