

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
ACTION AGENDA SUMMARY

DEPT: Auditor-Controller LRK

BOARD AGENDA # *B-2

Urgent Routine

AGENDA DATE December 20, 2011

CEO Concurs with Recommendation YES NO
(Information Attached)

4/5 Vote Required YES NO

SUBJECT:

Approval to Fund an Account Clerk III Position in the Auditor-Controller's Office for Fiscal Year 2011-2012

STAFF RECOMMENDATIONS:

Authorize increasing revenue and appropriations for salary related costs of an Account Clerk III position in the Auditor-Controller's Fiscal Year 2011-2012 Budget for the remainder of the fiscal year.

FISCAL IMPACT:

The appropriations and revenue will increase by \$37,125 to cover the salary related costs and the funding for the remainder of the Fiscal Year 2011-2012.

BOARD ACTION AS FOLLOWS:

No. 2011-774

On motion of Supervisor Chiesa, Seconded by Supervisor De Martini
and approved by the following vote,

Ayes: Supervisors: O'Brien, Chiesa, Withrow, De Martini, and Chairman Monteith

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None

1) X Approved as recommended

2) _____ Denied

3) _____ Approved as amended

4) _____ Other:

MOTION:



ATTEST: CHRISTINE FERRARO TALLMAN, Clerk

File No.

Approval to Fund an Account Clerk III Position in the Auditor-Controller's Office for
Fiscal Year 2011-2012

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DISCUSSION:

On November 1, 2011 the Board of Supervisors approved the First Quarter Financial Report for Fiscal Year 2011-2012. Included in this action was a request from the Community Services Agency to fund an Account Clerk III in the Auditor-Controller's Office Accounts Payable division at an annual rate of \$74,250.

The request to fund an Account Clerk III is to ensure that vendor transactions specific to Community Services Agency are processed with a quicker turnaround time. The Auditor-Controller's Office does not have the capacity to meet the needs of the Community Services Agency with the current level of employees in the Accounts Payable division. Funding for this additional Account Clerk III is anticipated to be available for the next few years.

The budget for the Auditor-Controller's office will be balanced as the increase in the salaries and benefits appropriations will be offset by the revenue from the Community Services Agency.

POLICY ISSUES:

This action is consistent with the Board of Supervisors' priorities of promoting Efficient Delivery of Public Services.

STAFFING IMPACT:

The Auditor-Controller's Office is requesting to fund Account Clerk III position number 3486 that is currently unfunded in the Department.

CONTACT PERSON:

Lauren Klein, Auditor-Controller. Telephone: 525-6576

Database
Balance Type
Data Access Set

FMSDBPRD.CO.STANISLAUS.CA.US.PROD
Budget
County of Stanislaus

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DO NOT CHANGE

Ledger
Budget
Category
Source
Currency
Period
Batch Name
Journal Name
Journal Description
Journal Reference
Organization
Chart Of Accounts

* List - Text County of Stanislaus
List - Text LEGAL BUDGET
* List - Text Budget - Upload
* List - Text
* List - Text USD
List - Text
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Text
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List - Text Stanislaus Budget Org
Accounting Flexfield

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DO NOT CHANGE
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Upl	Fund (4 char)	Org (7 char)	Account (5 char)	GL Project (7 char)	Location (6 char)	Misc. (6 char)	Other (5 char)	Debit		Credit		Line Description
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	0100	0013150	50000							22588		Increase Estimated S
	0100	0013150	52000							3081		Increase Estimated S
	0100	0013150	52010							1513.5		Increase Estimated S
	0100	0013150	53000							9544		Increase Estimated S
	0100	0013150	53020							175		Increase Estimated S
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									37125		37125	

Totals: Tip: This is not the end of the Template. Unprotect the sheet and insert as many rows as needed.

Explanation: To increase the legal budget for FY 11-12 for an Account Clerk III in the Auditor-Controller's Office for a six month time period.

Requesting Department		CEO	Data Entry	Auditors Office Only	
Lauren Klein	<i>D. Foster</i>	Supervisor's Approval	Keyed by	<i>A. Elliott</i>	Approved By
Prepared by	<i>12-13-2011</i>	Date	Date	<i>12/13/11</i>	Date
Date					