DEPARTMENT: Public Works

BY: Dana Hertfelder
PHONE: 966-5356

RECOMMENDED ACTION AND JUSTIFICATION:

Approve Budget Actions for Fiscal Year 2004-05 appropriating unanticipated revenue and transferring funds within various Public Works budget units to cover actual expenditures.

At the end of the fiscal year the Public Works Department typically reviews all of our budgets and makes any necessary adjustments to ensure that appropriations are adequate to cover all recorded expenditures. In the Solid Waste division we are requesting to appropriate unanticipated revenue; in the other divisions we are simply requesting to make transfers between various expense line items.

Salary expense is over in some budgets because the 2% COLA increase negotiated by SEIU was not finalized prior to the Auditor's sending out the payroll projections for budgeting purposes. The overtime expense in Facilities that we need to cover was primarily for the two employees working at the landfill (that were being paid out of the Facilities budget). Solid Waste did reimburse Facilities, but it comes into the Facilities budget as revenue rather than a direct offset to the expense.

When Public Works took over daily operations of the landfill, we had very little information from Total Waste concerning the recycling operations. We had to work with the State to become an authorized recycling agent and really didn't know what our revenue and expense would be for recycling, so nothing was added to the budget at that time. The Auditor's office worked with us to provide cash to pay out for recyclable materials that customers brought in, knowing that reimbursement would be forthcoming. As it turned out our recycling revenue for February through June slightly exceeded our costs, and we are requesting to budget appropriations for both in the Solid Waste division.

In the Road division we need to increase appropriations for County Vehicle expense. The winter rains this year caused significant damage to many County roads, and we have been using all available manpower and equipment to repair them as quickly as we can.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

On September 7, 2004 the Board approved a similar year-end cleanup of budget expenditures for Fiscal Year 2003-04, Res. No. 04-404.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve the requested Budget Actions, which would leave some expense line items short of the necessary appropriations to cover expenditures.

Financial Impact? (X) Yes ( ) No  Current FY Cost: $133,353
Budgeted In Current FY? ( ) Yes (X) No  Partially Funded
Amount in Budget: $1,804,788
Additional Funding Needed: $133,353
Source: 
Internal Transfer X
Unanticipated Revenue X 4/5's vote
Transfer Between Funds ______ 4/5's vote
Contingency ______ 4/5's vote
( ) General  ( ) Other

List Attachments, number pages consecutively
1. Budget Action forms (6 pages)

Revised Dec. 2002
CLERK'S USE ONLY:
Res. No.: 05-403  Ord. No. ____
Vote - Ayes: 5  Noes: ____
Absent: ____
( ) Approved  ( ) 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

COUNTY ADMINISTRATIVE OFFICER:
( ) Requested Action Recommended  ( ) No Opinion
Comments:
________________________
________________________
________________________
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CAO: __________

Revised Dec. 2002

These budget actions will have no effect on fund balance determinations for 04/05.
<table>
<thead>
<tr>
<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
<th>INCREASE</th>
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001 0104 414-1090 GENERAL CONTINGENCY

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TRANSFER BETWEEN FUNDS

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TOTAL 14,683 14,683

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 appropriations from one budget to another, or between categories within a budget unit;

JUSTIFICATION: Year end cleanup of budget expenditures for fiscal year 2004-05.

DEPT HEAD SIGNATURE

APPROVED BY RES NO. CLERK

AUDITOR'S USE ONLY

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001 0104 414-1090 GENERAL CONTINGENCY

TRANSFER BETWEEN FUNDS

| TOTAL | 30.496  | 30.496  |

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 appropriations from one budget to another, or between categories within a budget unit;

JUSTIFICATION: Year end cleanup of budget expenditures for fiscal year 2004-05.

DEPT HEAD SIGNATURE   DATE 08/08/05
APPROVED BY RES NO. 05-403 CLERK  DATE 8-28-05

300 Roads

AUDITOR'S USE ONLY
BA#
## BUDGET ACTION FORM

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<th>DEPT/DIV</th>
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### TRANSFER BETWEEN FUNDS

| 001  | 0104     | 414-1090| GENERAL CONTINGENCY        |         |          |          |

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**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 to another, or between categories within a budget unit;

**JUSTIFICATION:** Year end cleanup of budget expenditures for fiscal year 2004-05.

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**DEPT HEAD SIGNATURE**

**DATE** 08/08/05

**APPROVED BY RES NO.** 05-403

**CLERK**

**DATE** 8-25-05

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**314 Coulterville Service Area**

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**AUDITOR'S USE ONLY**

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*Budget Action Form Revised 11/95*
# BUDGET ACTION FORM

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001  0104  414-1090  GENERAL CONTINGENCY

## TRANSFER BETWEEN FUNDS

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**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 appropriations from one budget to another, or between categories within a budget unit;

**JUSTIFICATION:** Year end cleanup of budget expenditures for fiscal year 2004-05.

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**DEPT HEAD SIGNATURE**

**DATE**

**APPROVED BY RES NO.**

**CLERK**

**DATE**

322 Yosemite West

**AUDITOR'S USE ONLY**

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# BUDGET ACTION FORM

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## TRANSFER BETWEEN FUNDS

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## TOTAL

| TOTAL | 0 | 0 |

### 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

( ) 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:

Year end cleanup of budget expenditures for fiscal year 2004-05.

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**DEPT HEAD SIGNATURE**

[Signature]

**DATE**

08/08/05

**APPROVED BY RES NO. 06-403 CLERK**

[Signature]

**DATE**

08/28/05

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**601 Solid Waste**

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**AUDITOR’S USE ONLY**

BA#
# BUDGET ACTION FORM

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<th>DEPT/DIV</th>
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001 0104 414-1090 GENERAL CONTINGENCY

## TRANSFER BETWEEN FUNDS

| TOTAL | 13,110 | 13,110 |

**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 appropriations from one budget to another, or between categories within a budget unit;

**JUSTIFICATION:** Year end cleanup of budget expenditures for fiscal year 2004-05.

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**DEPT HEAD SIGNATURE**

**DATE** 08/08/05

**APPROVED BY RES NO.**

**DATE** 08/25/05

**700 Fleet Services**

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**AUDITOR’S USE ONLY**

**BA#**

Budget Action Form Revised 11/55