DEPARTMENT: Public Works/Fleet Services  
BY: Dana Hertfelder  
PHONE: 966-5356

RECOMMENDED ACTION AND JUSTIFICATION:

Approve Budget Action transferring $1,100 within the Fleet Services budget from Contingency to Equipment Under $1,000 to cover the cost of several pieces of equipment for use in vehicle maintenance.

Early in the current fiscal year Fleet Services purchased some needed items for vehicle maintenance. Three of the items were a battery charger, an electrical meter and a cordless drill, all of which had unit prices of over $300 each. As such, these items could not be correctly charged to Small Tools (line item #0432) and needed to be paid out of Equipment Under $1,000 (line item #0480). Due to an oversight we had not included appropriations for line #0480 in our original budget request and we need to correct this.

We are requesting approval to transfer $1,100 from Fleet’s Contingency to Equipment Under $1,000 to cover the cost of this equipment.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

On September 21, 2004, the Board adopted the final budget for Fiscal Year 2004-05, Res. No. 04-442.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve the requested budget action, which would leave Equipment Under $1,000 short of the necessary appropriations to cover expenditures.

Financial Impact?  (X) Yes  ( ) No  
Current FY Cost: $1,100

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

Amount in Budget: $0  
Additional Funding Needed: $1,100  
Source: 
Internal Transfer
Unanticipated Revenue  4/5’s vote
Transfer Between Funds  4/5’s vote
( ) Contingency  (X)General  (Other

List Attachments, number pages consecutively

1. NAPA invoice #912528
2. Budget Action form

CLERK’S USE ONLY:

Res. No. 04-442  
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:

CAO:  

Revised Dec. 2002
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**Total** 1783.85

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**THE PARTS STORE**

**NAPA MACHINE SHOP**

**P.O. BOX 95**

**MARIPOSA, CA. 95338**

**PHONE: (209) 966-3697**

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**THE PARTS STORE**

**NAPA MACHINE SHOP**

**P.O. BOX 95**

**MARIPOSA, CA. 95338**

**PHONE: (209) 966-3697**
# BUDGET ACTION FORM

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**TRANSFER BETWEEN FUNDS**

**TOTAL**

1,100 1,100

**ACTION REQUESTED:** (Check all that apply)

- [X] 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:** To cover the cost of a battery charger, meter and drill.

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**DEPT HEAD SIGNATURE**

\[Signature\] Date: 12/09/04

**APPROVED BY RES NO.**

\[Signature\] Date: 1-4-05

**700 Fleet Services**

Budget Action Form Revised 11/55

**ATTACHMENT #2**