DEPARTMENT: Public Works/Facilities
BY: James J. Petropulos
PHONE: 966-5356

RECOMMENDED ACTION AND JUSTIFICATION:

Approve Budget Action Transferring Funds ($7,588) from the General Contingency into the Facilities Division’s Fixed Assets Account (06-44) to Cover the Costs Incurred for the Emergency Purchase and Installation of two new HVAC Units for Catheys Valley McCay Hall

In the budget for the current fiscal year, the Board decided against any funds being allocated for the Facilities Division’s Fixed Asset Account (06-44), an account that normally absorbs the cost of replacing worn out HVAC units. The HVAC units at McCay Hall quit working causing the building to become unbearable in the summer heat. Due to the scheduling of events for that facility and the potential health hazards involved, an immediate replacement was necessary.

Three bids for the purchase and installation for this project were sought and received with the lowest bid being awarded to Holl’s Heating and Air Conditioning.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

In the past, the Board has ratified emergency purchases.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

A negative action will not allow Facilities the funds to pay an invoice from Holl’s Heating and Air Conditioning that has already been incurred for services rendered in the amount of $7,588. The funds could be transferred from 0413 to Facilities fixed asset account 06-44. That would lower the funds available for general maintenance.

Financial Impact? (x) Yes ( ) No
Current FY Cost: $ 7,588
Budgeted In Current FY? (x) Yes ( ) No ( ) Partially Funded
Amount in Budget: $ 0
Additional Funding Needed: $ 7,588

List Attachments, number pages consecutively
1. Budget Action Form
2. Invoice

CLERK’S USE ONLY:
Res. No.: 03-353
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

Revised Dec. 2002
# BUDGET ACTION FORM

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
<th>INCREASE</th>
<th>DECREASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>0128</td>
<td>473-0644</td>
<td>Fixed Assets - Other Equipment</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0104</td>
<td>414-1090</td>
<td>GENERAL CONTINGENCY</td>
<td></td>
<td>7,588</td>
<td></td>
</tr>
</tbody>
</table>

**TRANSFER BETWEEN FUNDS**

**TOTAL**

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
<th>INCREASE</th>
<th>DECREASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>0104</td>
<td>414-1090</td>
<td>GENERAL CONTINGENCY</td>
<td></td>
<td>7,588</td>
<td></td>
</tr>
</tbody>
</table>

**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 new HVAC units for McCay Hall.

---

**DEPT HEAD SIGNATURE**

[Signature]

**DATE**

10/02/03

**APPROVED BY RES NO.**

[Signature]

**DATE**

10-14-03

**0128 Facilities**

---

**AUDITOR'S USE ONLY**

BA#