DEPARTMENT: Planning

BY: PHONE: 209-966-0302

RECOMMENDED ACTION AND JUSTIFICATION:

Transfer salary savings from Secretarial position to reimburse General Plan Professional Services for a Secretary from Boyer Temporary & Direct Placement.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Resignation of Secretary resulted in an immediate need for help. Personnel approved hiring from Boyer.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Alternative:

Financial Impact? Y) Yes (x) No Current FY Cost: $ Annual Recurring Cost: $
Budgeted In Current FY? Y) Yes N) No ( ) Partially Funded
Amount in Budget: $ 2,600
Additional Funding Needed: $ 2,600
Source: 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. 2003-145 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: ________________________________
________________________________________
________________________________________
________________________________________

CAO: ____________________
## BUDGET ACTION FORM

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEP/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
<th>INCREASE</th>
<th>DECREASE</th>
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<td>0249</td>
<td>575-0185</td>
<td>Secretary</td>
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<td></td>
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<tr>
<td>001</td>
<td>0249</td>
<td>579-0418</td>
<td>Professional Services</td>
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<td>$2,062</td>
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### TOTALS:
- INCREASE: $2,062
- DECREASE: $2,062

### TRANSFER BETWEEN FUNDS

<table>
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<tr>
<th>DEBIT</th>
<th>CREDIT</th>
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</thead>
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### TOTALS

**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 transferring appropriation from 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:** The resignation of our secretary resulted in an immediate need for help. Personnel approved hiring from Boyer Temporary Services using the Secretary's salary savings. Boyer was paid from General Plan Professional Services which needs reimbursement.

**DEPT HEAD SIGNATURE**

**APPROVED BY RES NO.**

<table>
<thead>
<tr>
<th>DATE</th>
<th>DATE</th>
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</table>

**DEPARTMENT**

**AUDITOR'S USE ONLY**

| BA # |

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Budget Revision Form Revised 07/2000