RECOMMENDED ACTION AND JUSTIFICATION:

Request approval to transfer existing funds from the Professional Services line item and Office Expense line item to Fixed Assets in County Counsel’s budget for the purchase of a replacement computer. ($1,685.85)

The existing computer has been experiencing severe problems which have caused documents to be lost and not be recoverable. These problems have been occurring on a regular basis causing staff much frustration when documents have to be completely recreated. The computer continues to “freeze up” at random several times a day resulting in the computer having to be turned off and on again with no recovery of documents available. Additionally, the existing computer does not contain sufficient memory to adequately run some of the new programs, Palm Pilot Desktop for example.

County Counsel has funds in its budget for FY 2002-2003 to cover the cost of a replacement computer and is not likely to have those funds available in the next fiscal year.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board has approved Intrabudget transfers in the past.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

- Approve intrabudget transfer to purchase replacement computer thereby eliminating the above problems.
- Do not approve intrabudget transfer, which will result in further frustration and lack of productivity since staff will need to continue to recreate lost documents and will be unable to run some programs.

Financial Impact? (X) Yes ( ) No Current FY Cost: $1,685.85 Annual Recurring Cost: $0
Budgeted In Current FY? ( ) Yes ( ) No ( ) Partially Funded
Amount in Budget: $0
Additional Funding Needed: $1,686

Source:
Internal Transfer X
Unanticipated Revenue 4/5’s vote
Transfer Between Funds 4/5’s vote
Contingency 4/5’s vote
( ) General ( ) Other

List Attachments, number pages consecutively
Intrabudget Transfer Form
Computer Order Form

CLERK’S USE ONLY:
Res. No. 03-13 Ord. No. ______
Vote – Ayes: ___ 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
### BUDGET ACTION FORM

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
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<td>0417</td>
<td>Office Expense</td>
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<td>Fixed Assets Computer Equip</td>
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<td>001</td>
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<td>414-1090</td>
<td>GENERAL CONTINGENCY</td>
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#### TRANSFER BETWEEN FUNDS

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<th>TRANSFER TO FUND</th>
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#### TOTALS

<table>
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<tr>
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</thead>
<tbody>
<tr>
<td>$1,686</td>
<td>$1,686</td>
</tr>
</tbody>
</table>

### 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 another, or between categories within a budget unit;

### JUSTIFICATION:

DEPT HEAD SIGNATURE

APPROVED BY RES NO.

CLERK

AUDITOR'S USE ONLY

BA #

Budget Revision Form Revised 11/95

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