DEPARTMENT: Public Works  BY: Barbara Carrier, Account Tech III  PHONE: 966-5356

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes___ No_X_)  

Approve the Budget Action transferring funds within the Facilities Budget to allow for the additional extra help and overtime expenses for the remainder of the Fiscal Year ($11,000). The transfer is necessary in order to compensate for staff shortages due to illness, a Workers Compensation injury and personnel issues. Funds are available in Maintenance Worker II because of employees being paid through Workers Compensation and State Disability.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board routinely approves requests for transfers within budgets.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Because the additional costs were unanticipated, the line items for Extra Help and Overtime will be insufficient.

COSTS:  (Not Not Applicable  
A. Budgeted current FY $75,812  B. Total anticipated costs $86,812  C. Required additional funding $11,000  D. Internal transfers $11,000

SOURCE:  
A. Unanticipated revenues $  1. Budget Action Form  
B. Reserve for contingencies $  

C. Source description:  
Balance in Reserve for Contingencies, if approved: 

SPECIAL INSTRUCTIONS:  
1. Budget Action Form

CLERK’S USE ONLY:  
Res. No.:  
Vote - Ayes:  
Abs.  
Approved  
Denied  
Minute Order Attached  
No Action Necessary  

The foregoing instrument is a correct copy of the original on file in this office.  

ATTEST:  MARGIE WILLIAMS, Clerk of the Board  County of Mariposa, State of California  
By:  Deputy  

COUNTY ADMINISTRATIVE OFFICER’S  
This item on agenda as:  
Recommended  
Not Recommended  
For Policy Determination  
Submitted with Comment  
Returned for Further Action  

Comment:  

C.A.O. Initials:  

Action Form Revised 5/92
<table>
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<th>ACCOUNT</th>
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<td>473-0179</td>
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<td>Overtime</td>
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**GENERAL CONTINGENCY**

**TRANSFER BETWEEN FUNDS**

**TOTAL**

11,000  
11,000

**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:** See Attached Board Item

**DEPT HEAD SIGNATURE**

**APPROVED BY RES NO.**

**CLERK**

**DATE**

05/23/02

**DATE**

6-11-02

**0128 Facilities Maintenance**

**AUDITOR'S USE ONLY**

**BA#**