RECOMMENDED ACTION AND JUSTIFICATION:  (Policy Item: Yes _ No _X_)

Approve Intrabudget Transfers for the following departments Surveyor/Engineer ($2,000), Boating Safety ($3,354), and DA-Family Support ($2,400).

Surveyor/Engineer: Vacant positions are now filled necessitating an increase in office expense. Funds are available in professional services as there is no longer a need to contract for engineering services.

Boating Safety: Because of the new dispatch computers and equipment it was necessary to purchase new furniture to accommodate the updated equipment. Funding was originally budgeted in the Building Maintenance account but a more appropriate account is Equipment Under $1,000. According to the Sheriff this is an allowable cost from the Boating Safety budget unit.

DA-Family Support: During the budget process it was unknown that on-site computer maintenance support would be required for the State computer system. Funds are available in Professional Services.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board has approved previous Intrabudget Transfer requests.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve Intrabudget Transfer requests.

COSTS:  ( X ) Not Applicable

A. Budgeted Current FY $0
B. Total Anticipated Costs $0
C. Required Additional Funding $0
D. Internal Transfers $0

SOURCE:  ( ) 4/5ths Vote Required $0

A. Unanticipated Revenues $0
B. Reserve for Contingencies $0
C. Source Description:

Balance in Reserve for Contingencies, if approved:

SPECIAL INSTRUCTIONS:  List the attachments and number the pages consecutively:

CLERKS USE ONLY:

Res. No. Ord. No. Vote -
Ayes: 5 Noes: 0
Absent: 0 Abstained: 0
Approved ( ) Denied ( )

( ) 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

ADMINISTRATIVE OFFICER’S RECOMMENDATION:

This item on agenda as:

RECOMMENDATION:  Recommended
NOT RECOMMENDED:  Not Recommended
FOR POLICY DETERMINATION:  For Policy Determination
SUBMITTED WITH COMMENT:  Submitted with Comment
RETURNED FOR FURTHER ACTION:  Returned for Further Action

Comment: ____________________________

CAO'S INITIALS: ____________________________
**INTRABUDGET TRANSFER**

**DEPARTMENT:** Public Works

**DATE:** 12/22/00

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**TOTALS:**

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<tr>
<td>2,000</td>
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**Explanation:** This department is now fully staffed and it is necessary to purchase additional office supplies throughout the FY to accommodate their needs. Professional services will not need to be fully utilized due to the full staffing.

This form is used to transfer amounts within categories (salaries to salaries or services to services) within a budget unit. This can be done at the department level unless the amount exceeds $1,000 in any one line item. Any changes between categories or increases/decreases in the total amount of the budget must be approved by the Board of Supervisors on a Budget Action Form.

**DEPT. HEAD SIGNATURE:**

**AUDITOR'S USE ONLY**

Period: Year:

**AUDITOR SIGNATURE:**

Rev 01-6  Rev 1-9-01
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**DATE** 12/18/00  
**DEPARTMENT APPROVAL**  
**AUDITOR APPROVAL**

AUDITOR'S USE ONLY

BA#
## INTRABUDGET TRANSFER

**DEPARTMENT:** District Attorney-Family Support Division  
**DATE:** 11-30-2000

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**TOTALS:** $2,400 $2,400

**Explanation:** During the budget process, it was unknown that we would require on-site support maintenance for our computer system.

This form is used to transfer amounts within categories (salaries to salaries or services to services) within a budget unit. This can be done at the department level unless the amount exceeds $1,000 in any one line item. Any changes between categories or increases/decreases in the total amount of the budget must be approved by the Board of Supervisors on a Budget Action Form.

**Auditor's Use Only**

<table>
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<th>Year:</th>
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Dept. Head Signature: 

Auditor Signature:
To: Board of Supervisors

From: Greg Iturria, County Administrative Officer

Subject: Mental Health Budget Action

Attached is a Budget Action Form from Mental Health requesting an increase in County Vehicle Use and Training and Seminars, and a decrease in Private Vehicle Use and Respite Care. The current Human Services Director did not participate in the budget preparation so staff was unaware of the need to attend Mental Health conferences. The previous Director’s attendance at conferences was minimal. The Director will be using a county vehicle versus a private vehicle and expenditures in the Respite Care account have been lower than anticipated.

mbh
Attachment
## BUDGET ACTION FORM

<table>
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<th>FUND</th>
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## TRANSFER BETWEEN FUNDS

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<tr>
<td>DEBIT</td>
<td>CREDIT</td>
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## 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 transferring appropriation from 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**

This transfer is necessary to cover costs of attending department-related meetings and conferences and funds for conference attendance were not included in this year's budget. The previous director did not travel and the new director needs to be able to attend conferences, etc., and money is available from respite savings.

**DEPT HEAD SIGNATURE**

**CLERK**

**APPROVED BY RFS NO.**

**DATE** 1-9-01

**AUDITOR'S USE ONLY**

**BA #**

Budget Revision Form Revised 04/98