RESOLUTION - ACTION REQUESTED 2015-117

MEETING: March 17, 2015

TO: The Board of Supervisors

FROM: Steve Dahlem, County Counsel

RE: Transfer Existing Funds Within County Counsel Budget

RECOMMENDATION AND JUSTIFICATION:
Approve Budget Action Transferring Funds Within the County Counsel Budget to Cover Increased Conference and Traveling Expenses ($700). Conference and travel expenses have increased this fiscal year beyond original estimates. To allow staff to attend the remaining conferences/trainings for this fiscal year a transfer of existing funds within County Counsel's budget is necessary. There are sufficient savings in the Office Expense line item to cover the increase travel and training.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
Budget actions that change the funding amount in travel and training line items must receive Board approval. The Board has typically approved these type of budget actions in the past.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
Do not approve the budget. There will be insufficient funds in the appropriate travel line items to allow staff to attend upcoming conferences/training.

FINANCIAL IMPACT:
Funding in the amount of $700 will be transferred within the County Counsel budget. There is no impact to the General Fund.

ATTACHMENTS:
Budget Action Form (XLS)

CAO RECOMMENDATION
Requested Action Recommended
RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER: Marshall Long, District III Supervisor
SECONDER: John Carrier, District V Supervisor
AYES: Smallcombe, Jones, Long, Cann, Carrier
## 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>0113-431</td>
<td>0417</td>
<td>Office Expense</td>
<td></td>
<td></td>
<td>$700</td>
</tr>
<tr>
<td>001</td>
<td>0113-431</td>
<td>0490</td>
<td>Training &amp; Seminars</td>
<td></td>
<td>$650</td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0113-431</td>
<td>00491</td>
<td>Private Vehicle Use</td>
<td></td>
<td></td>
<td>$50</td>
</tr>
<tr>
<td>001</td>
<td>0104-414</td>
<td>1090</td>
<td>GENERAL CONTINGENCY</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>TOTAL</td>
<td>$700</td>
<td></td>
<td>$700</td>
</tr>
</tbody>
</table>

### TRANSFER BETWEEN FUNDS

<table>
<thead>
<tr>
<th>Transfer Details</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| TOTALS           | $0                   | $0                   |

### 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;

- (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:
There has been an increase in costs for attending conferences & trainings this fiscal year.

### DEPT HEAD SIGNATURE

### DATE: 3-17-15

### APPROVED BY RES NO.

### CLERK

### DATE: 3-17-15

### AUDITOR'S USE ONLY

### BA #

---

Budget Revision Form Revised 11/95